



5 JANUARY 2020

Memorandum

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

Richard A. Rainer Jr
Town Administrator

Subj: Monthly Finance Report for November 2020

1. Honorable Council, attached is the budget update for November 2020. This update represents 41.67% of the current fiscal year. Overall revenues are currently at 41%, lower than last year's 44%. Expenditures are at 40%, higher than last year's 38%.
2. There are no significant wire or ACH transfers to report.

Very respectfully,

Lisa Mills

**Town of Portsmouth
Monthly Budget Report-Expenditures
November 30, 2020**

EXPENDITURES	FY21			FY20			Year to Year Change	FY20 Annual Projection	FY20 (under/over Projection
	Year to Date	Budget	% Budget	Year to Date	Budget	% Budget			
<u>General Government</u>									
Town Council	4,676	11,366	41%	4,462	12,366	36%	214	-	11,366
Town Administrator	128,946	309,725	42%	132,994	298,231	45%	(4,048)	-	309,725
Town Clerk	149,280	366,925	41%	136,106	324,672	42%	13,174	-	366,925
Canvassing	105,782	268,760	39%	80,416	213,671	38%	25,366	-	268,760
Finance	561,119	808,989	69%	506,662	787,529	64%	54,457	-	808,989
HR	688,826	2,137,231	32%	490,964	2,207,790	22%	197,862	-	2,137,231
Legal	62,724	388,690	16%	53,384	251,900	21%	9,340	-	388,690
Technology	118,336	215,667	55%	31,789	221,462	14%	86,547	-	215,667
Tax/Assessor	199,278	531,201	38%	296,492	584,751	51%	(97,214)	-	531,201
Planning	103,067	375,773	27%	141,711	383,994	37%	(38,644)	-	375,773
Building Official	174,537	344,015	51%	183,191	317,510	58%	(8,654)	-	344,015
Eco Development	9,460	42,532	22%	13,250	43,798	30%	(3,790)	-	42,532
Planning Board	18,831	37,642	50%	14,235	32,692	44%	4,596	-	37,642
							-	-	-
<u>Public Safety</u>									
Police	2,608,005	6,772,862	39%	2,468,036	6,300,873	39%	139,969	-	6,772,862
PI Special Service	85,573	113,741	75%	45,762	101,445	45%	39,811	-	113,741
Animal Control	28,021	119,393	23%	53,949	116,550	46%	(25,928)	-	119,393
Harbormaster	46,128	104,317	44%	43,033	105,860	41%	3,095	-	104,317
Fire	2,974,388	6,923,081	43%	2,330,451	6,569,451	35%	643,937	-	6,923,081
Fire-EMA	3,326	9,500		2,369	8,500		957	-	
<u>Public Works</u>									
Dept Public Works	1,003,340	2,801,875	36%	1,073,640	2,858,223	38%	(70,300)	-	2,801,875
Snow Removal	1,435	175,764	1%	5,899	175,764	3%	(4,464)	-	175,764
Road Improvements	242,637	725,000	33%	-	700,000	0%	242,637	-	725,000
Road Improve -Maintenance	35,031	100,000	35%	-	-	0%	35,031	-	100,000
Prudence Island-Transfer Stator	28,513	114,971	25%	-	-	0%	28,513	-	114,971
							-	-	-
<u>Community Services</u>									
<u>Civic Supports</u>									
Other Civic Support	452,219	1,028,226	44%	416,123	966,794	43%	36,096	-	1,028,226
<u>Recreation & Parks</u>									
<u>Recreation</u>									
Sandy Point Beach	105,506	201,212	52%	72,857	167,255	44%	32,649	-	201,212
Other Recreation	3,072	7,200	43%	25,522	42,423	60%	(22,450)	-	7,200
Glen Manor House	-	-	0%	-	-	0%	-	-	-
<u>Parks</u>									
Glen Park	2,175	8,200	27%	3,333	8,100	41%	(1,158)	-	8,200
Melville Park	233	13,950	2%	3,722	11,500	32%	(3,489)	-	13,950
Melville Campground	17,397	-		-	-		17,397	-	
AICA Mold	-	-	0%	-	-	0%	-	-	-
Elevator	-	-	0%	-	-	0%	-	-	-
PI Dock	-	-	0%	-	-	0%	-	-	-
Spruce Acres	-	-	0%	-	-	0%	-	-	-
Debt Service	820,507	2,595,556	32%	688,401	2,650,232	26%	132,106	-	2,595,556
Transfers Out			0%			0%			
Septic Loan Debt Service	-	46,940	0%	44,172	47,876	92%	(44,172)	-	46,940
OPEB ER contribution	-	25,000	0%	-	25,000	0%	-	-	25,000
Town Capital Purchases	-	-	0%	61,065	218,355	28%	(61,065)	-	-
Fund Balance	-	-	0%	-	6,800	0%	-	-	-
Open Space Reserve	-	10,000	0%	-	2,442	0%	-	-	10,000
Reserve	-	-	0%	-	2,442	0%	-	-	-
Contingency	26,639	255,926	10%		29,382	0%	26,639	-	255,926
Total Municipal	10,809,007	27,991,230	39%	9,423,990	26,795,633	35%	1,385,017	-	27,981,730
<u>School (Education)</u>									
School State	1,354,454	3,845,864	35%	1,537,594	4,056,226	38%	(183,140)	-	3,845,864
School Local	14,404,532	34,570,876	42%	13,955,886	33,590,691	42%	448,646	-	34,570,876
School Capital	-	-		-	-		-	-	-
Other School Capital	-	200,000		-	534,700		-	-	-
Health Care Reduction	-	-		-	(96,565)	0%	-	-	-
Total School	15,758,986	38,616,740	41%	15,493,480	38,085,052	41%	265,506	-	38,416,740
Grand Total	26,567,993	66,607,970	40%	24,917,470	64,880,685	38%	1,650,523	-	66,398,470

**Town of Portsmouth
Monthly Budget Report: Revenues
November 30, 2020**

30-Nov-20	FY21			FY20			Year to Year Change	Annual Projection	Budget (under)/over Projection
REVENUES	Year to Date	Budget	% Budget	Year to Date	Budget	% Budget			
<u>General Property Taxes & PILOT</u>									
RE & PP Property Taxes	22,403,186	56,145,283	40%	23,045,962	54,194,288	43%	(642,776)	-	56,145,283
MV Property Taxes	-	1,588,966	0%	1,305,348	1,852,949	70%	(1,305,348)	-	1,588,966
	22,403,186	57,734,249		24,351,310	56,047,237		(1,948,124)	-	57,734,249
Allowance for Doubtfull Accts	-	(1,594,234)		-	(1,431,816)		-	-	(1,594,234)
	22,403,186	56,140,015		24,351,310	54,615,421		(1,948,124)	-	56,140,015
Prorated	20,130	55,000	37%	27,216	50,000	54%	(7,086)	-	55,000
PILOT	-	10,000	0%	-	11,500	0%	-	-	10,000
Prior Year	1,263,472	1,300,000	97%	736,420	1,150,000	64%	527,052	-	1,300,000
Total Property Taxes	23,686,788	57,505,015	41%	25,114,946	55,826,921	45%	(1,428,158)	-	57,505,015
<u>State Aid</u>									
State Aid for School	1,354,454	3,846,384	35%	1,537,594	4,056,226	38%	(183,140)	-	3,846,384
Housing Aid	116,558	552,754	21%	181,636	565,385	32%	(65,078)	-	552,754
Hotel & Meal	136,053	332,650	41%	137,015	306,555	45%	(962)	-	332,650
Pub Svc Corp	216,936	220,104	99%	220,104	218,991	101%	(3,168)	-	220,104
MV Excise Reimbursement	-	94,646	0%	94,646	94,646	100%	(94,646)	-	94,646
MV Excise Phase Out Reimb	233,872	577,168	41%	186,000	372,002	50%	47,872	-	577,168
Library Aid	32,235	116,067	28%	-	113,429	0%	32,235	-	116,067
	2,090,108	5,739,773	36%	2,356,995	5,727,234	41%	(266,887)	-	5,739,773

**Town of Portsmouth
Monthly Budget Report: Revenues
November 30, 2020**

30-Nov-20	FY21			FY20			Year to Year	Annual	Budget
REVENUES	Year to Date	Budget	% Budget	Year to Date	Budget	% Budget	Change	Projection	(under)/over
									Projection
Department Fees									
Tax Collector									
Municipal Lien Fees	12,975	17,500	74%	9,700	16,000	61%	3,275	-	17,500
Field Cards & Maps	1,826	1,000	183%	440	1,000	44%	1,386	-	1,000
Penalties & Interest	123,340	300,000	41%	79,638	300,000	27%	43,702	-	300,000
Total Tax Collector	138,141	318,500	43%	89,778	317,000	28%	48,363		318,500
Town Clerk									
Beverage Licenses	47,060	43,000	109%	37,065	46,233	80%	9,995	-	43,000
Dog Licenses & Enforcement	1,691	15,500	11%	1,935	16,500	12%	(244)	-	15,500
RE Transfer Fees	215,905	410,000	53%	218,206	378,750	58%	(2,301)	-	410,000
Recording Fees	93,075	200,000	47%	90,625	200,000	45%	2,450	-	200,000
Short-Term Rental	7,091	10,000	71%	7,430	3,000	248%	(339)	-	10,000
Other TC Misc. Receipts	11,450	44,000	26%	20,936	38,900	54%	(9,486)	-	44,000
Total Town Clerk	376,273	722,500	52%	376,197	683,383	55%	76		722,500
Municipal and Probate Courts	9,419	33,000	29%	10,590	33,000	32%	(1,171)	-	33,000
Building Inspection									
Building Inspections	122,161	334,400	37%	135,612	203,712	67%	(13,451)	-	334,400
Electrical Inspections	21,866	49,500	44%	17,157	42,374	40%	4,709	-	49,500
Mechanical Inspections	23,518	62,300	38%	21,099	51,361	41%	2,419	-	62,300
Plumbing Inspections	9,498	19,600	48%	6,737	11,413	59%	2,761	-	19,600
Other (Demo / Solar)	8,113	12,500		6,977	19,118		1,136	-	12,500
Total Bldg Inspector	185,156	478,300	39%	187,582	327,978	57%	(2,426)		478,300
Planning									
Board of Review Filings	3,975	9,000	44%	4,911	9,000	55%	(936)	-	9,000
Planning Board Filings	3,800	12,000	32%	1,095	12,000	9%	2,705	-	12,000
Road Inspections	2,729	20,000	14%	7,022	20,000	35%	(4,294)	-	20,000
Total Planning	10,504	41,000	26%	13,028	41,000	32%	(2,525)		41,000
Police Dept									
Alarm Permits	485	10,000	5%	159	10,500	2%	326	-	10,000
Pistol & Hunting	680	2,300	0%	1,465	-	0%	(785)	-	2,300
VIN Fees	1,815	10,500	17%	1,005	10,000	10%	810	-	10,500
Police Detail & Admin	15,215	110,000	14%	19,649	120,000	16%	(4,434)	-	110,000
Parking Fines	9,590	1,100	872%	270	1,100	25%	9,320	-	1,100
Fingerprints	2,520	7,500	34%	3,100	7,500	41%	(580)	-	7,500
Police Reports	881	3,500	25%	1,563	3,500	45%	(682)	-	3,500
Traffic Fines	21,741	110,000	20%	23,529	110,000	21%	(1,788)	-	110,000
Animal Control Fines	700	1,200	58%	330	1,500	22%	14,885	-	1,200
Total Police	53,627	256,100	21%	51,070	264,100	19%	17,072		256,100
Harbor Master									
Mooring Fees & Fines	36,051	107,126	34%	20,276	107,500	19%	15,775	-	107,126
	36,051	107,126	34%	20,276	107,500	19%	15,775		107,126
Total Police	89,678	363,226		71,346	371,600		32,847		363,226
Finance									
Other Finance	405	6,248	6%	5,255	6,250	84%	(4,850)	-	6,248
Investment Income	6,664	100,000	7%	30,034	100,000	30%	(23,370)	-	100,000
Total Finance	7,069	106,248	7%	35,289	106,250	33%	(28,220)	0	106,248
Fire									
Fire Marshal	-	-		-	50,000	0%	-	-	-
Ambulance	292,135	775,000	38%	307,404	750,000	41%	(15,269)	-	775,000
MV Mitigation	-	-		-	10,000	0%	-	-	-
Misc	1,154	-		1,017	-		137	-	-
Total Fire	293,288	775,000	38%	308,421	810,000	38%	(15,133)		775,000
Public Works									
Transfer Station Stickers	3,690	35,000	11%	7,375	20,000	37%	(3,685)	-	35,000
Recreation Department									
Sandy Point Beach	-	30,000	0%	21,500	30,000	72%	(21,500)	-	30,000
Recreation Programs	-	3,500	0%	6,825	10,000	68%	(6,825)	-	3,500
Summer Camp	61,459	68,000	90%	67,729	20,000	339%	(6,270)	-	68,000
Brown House	8,375	24,000	35%	6,365	24,000	27%	2,010	-	24,000
Recreation Others	16,348	1,000	1635%	-	1,020	0%	16,348	-	1,000
Total Recreation	86,182	126,500	68%	102,419	85,020	120%	(16,237)		126,500
Total Municipal	1,199,400	2,999,274	40%	1,202,025	2,795,231	43%	11,890		2,999,274

**Town of Portsmouth
Monthly Budget Report: Revenues
November 30, 2020**

30-Nov-20	FY21			FY20			Year to Year Change	Annual Projection	Budget (under)/over Projection
REVENUES	Year to Date	Budget	% Budget	Year to Date	Budget	% Budget			
<u>Rental & Investment & Others</u>									
<u>Rental Revenue</u>									
Melville Campground	-	77,485	0%	-	75,000	0%	-	-	77,485
Cell Towers	28,621	96,371	30%	48,293	96,371	50%	(19,672)	-	96,371
<u>Glen Farm</u>									
Glen Farm-Equestrian		8,000	0%		8,000	0%	-	-	8,000
Glen Farm-Polo	-	18,626	0%	-	16,000	0%	-	-	18,626
Glen Farm-Special Events	850	15,000	6%	7,450	15,000	50%	(6,600)	-	15,000
Glen Farm-Agricultural	-	932	0%	-	860	0%	-	-	932
Glen Farm-AICA	-	-		-	-		-	-	-
Glen Farm-PI Dock	1,267	-		3,168	7,626	42%	(1,901)	-	-
Total Glen Farm	2,117	42,558		10,618	47,486		(8,501)	-	42,558
Total Rental Revenue	30,738	216,414	14%	58,911	218,857	27%	(28,173)	-	216,414
Glen Manor House	-	107,494	0%	-	270,000	0%	-	-	107,494
Glen Park (shown in Misc)	-	-		475	-		(475)	-	-
School SRO	-	40,000	0%	5,000	40,000	13%	(5,000)	-	40,000
Special Revenue	-	-		-	-		-	-	-
Total rental & investment	30,738	363,908	8%	64,386	528,857	12%	(33,648)	-	363,908
<i>Surplus (Bond)</i>							-	-	-
<i>Transfers In</i>							-	-	-
TOTAL	27,007,034	66,607,970	41%	28,738,352	64,878,243	44%	(1,716,803)	-	66,607,970

Town of Portsmouth
Monthly Report of Pension Assets

November 30, 2020

	Increases Contributions	Decreases Payments	Decreases Mgt Fees	Income Realized	Gain/Loss Unrealized	Balance
June						55,706,800.42
July	3,895.66	(474,749.88)	-	256,417.77	1,520,405.15	57,012,769.12
August	21,403.13	-	(25.00)	21,786.98	1,631,581.10	58,687,515.33
September	19,817.08	(464,651.82)	25.00	125,515.30	(1,067,106.11)	57,301,114.78
October	1,250,541.65	(938,845.06)	(29,505.94)	21,550.84	(360,693.87)	57,244,162.40
November	3,247.58	(469,509.50)	(29,480.94)	20,506.26	4,724,688.40	61,493,614.20
December						61,493,614.20
January						61,493,614.20
February						61,493,614.20
March						61,493,614.20
April						61,493,614.20
May						61,493,614.20
June						61,493,614.20
	1,298,905.10	(2,347,756.26)	(58,986.88)	445,777.15	6,448,874.67	61,493,614.20