

The City of

Portsmouth

New  
Hampshire

Popular Annual Financial Report  
Fiscal Year 2020 (July 1, 2019 - June 30, 2020)



“Click” here to go to the [FY20 Electronic PAFR Interactive Tutorial Page.](#)



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## Popular Annual Financial Report

City of Portsmouth, New Hampshire



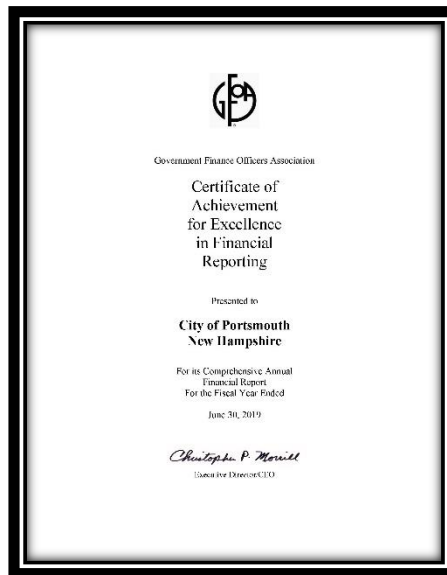
For the fiscal year ended June 30, 2020

### Award for Outstanding Achievement in Popular Annual Financial Reporting

Prepared by:  
City of Portsmouth, Finance Department  
Director of Finance and Administration, Judie Belanger

The [Government Finance Officers Association of the United States and Canada \(GFOA\)](#) has given an Award for Outstanding Achievement in Popular Annual Financial Reporting to the City of Portsmouth, NH for the Fiscal Year ended June 30, 2019. The Award for Outstanding Achievement in Popular Annual Financial Reporting is a prestigious national award recognizing conformance with the highest standards for preparation of the state and local government popular reports.

In order to receive an Award for Outstanding Achievement in Popular Annual Financial Reporting, a government unit must publish a Popular Annual Financial Report, whose contents conform to program standards of creativity, presentation, understandability, and reader appeal.



An Award for Outstanding Achievement in Popular Annual Financial Reporting is valid for a period of one year only. This is the City of Portsmouth's second PAFR Award. We believe our current report continues to conform to the Popular Annual Financial Reporting requirements, and we are submitting it to GFOA to determine its eligibility for another Award.

# A Letter from the City Manager



To the Citizens of Portsmouth,

It is my pleasure to present the City's Popular Annual Financial Report (PAFR) for Fiscal Year 2020 (FY20), ending June 30, 2020. This report provides detailed information on the City's financial health, in an easy-to-read format. The digital version is especially accessible, as it offers clickable links to each section of the report and to more detailed background material. Print versions of this and the Comprehensive Annual Financial Report can be requested from the Public Library or City Clerk's Office. The intent overall is to highlight city services, accomplishments, economic indicators and detailed operational data for FY20, to keep City residents fully informed on how their tax dollars are spent.

While this is the City's fifth year presenting this award-winning report, it is my first as your City Manager. When I arrived in December 2019, the citizens of Portsmouth, City staff, Councilors, business community – everyone -- welcomed me generously. Your example of passionate engagement, service excellence, stewardship of our resources and endless innovative imagination was unlike anything I had experienced anywhere else in my career. It was – and is – a priceless resource to draw on as we faced the unimaginable together.

The COVID-19 pandemic will forever leave its mark on the history of the world. Yet Portsmouth remains resilient, thanks to the prudence, skill and institutional knowledge of your City staff and our community partners. In spite of the challenges – remote work, staggered shifts, masks, physical distancing and Departmental assistance moved online – the City not only sustained the services our residents expect, we added a new (and exciting) dimension to protecting our economy. Thanks to the Mayor and City Council, along with a huge commitment of staff time, resources and imagination, the Citizen Response Task Force suggested ways the City could help businesses and residents stay safer while hanging on. Outdoor dining in the public realm and in the streets, a pop-up dining and performance space in the repurposed Bridge Street lot, and a constant flow of useful health-related information helped enable Portsmouth's survival. Among the silver linings I am happy to report: increased use of the new Foundry Place Garage, robust public/private partnerships and the opportunity for our staff to demonstrate how our "how can we get to yes" guiding principle works.

Despite the financial uncertainty caused by the pandemic, City of Portsmouth remains fiscally strong, thanks to the long-term financial policies adopted to flatten the unexpected 'peaks and valleys' of municipal expense. Planning tools like these ensure the basis upon which we can implement plans that protect the tax rate and reduce unpredicted burdens on our citizens:

- Unassigned Fund Balance Ordinance
- Leave at Termination Stabilization Fund
- Health Insurance Stabilization Fund
- Debt Service Planning
- 6-Year Capital Improvement Plan
- Rolling Stock Replacement
- Rate Stabilization Policy for Water and Sewer Funds

In this report you will read more about how, in FY20, the City provides the essential services citizens expect and supported sustainable practice initiatives, while preserving financial stability. Formalized by City Council policies, executed by staff and in accordance with our Master Plan, the City's progress is the result of good governance and an extraordinary degree of dedicated civic engagement. Several projects to maintain and improve City infrastructure advanced even in the face of the pandemic: the conversion and opening of Portsmouth Senior Activity Center, the ongoing implementation of the Prescott Park Master Plan, renovating the Rock Street Neighborhood Park, and ongoing work on public space and "Complete Streets" projects such as Islington Street and the Market Street Gateway.

As good news about the COVID-19 vaccines and stability in the City's tax and fee revenues suggest reason for optimism as FY21 continues to unfold, we plan for FY22 with caution, prudence and a continued sensitivity to the pandemic-affected economic environment. The citizens of Portsmouth have my assurance that the team you entrust with your tax dollars and your well-being remains vigilant, and working tirelessly on your behalf.

Sincerely,

Karen S. Conard, City Manager

# Portsmouth Elected Officials

## Portsmouth City Council



[Rick Becksted, Mayor](#)



[Jim Splaine, Assistant Mayor](#)



[Deaglan McEachern](#)



[Peter Whelan](#)



[Cliff Lazenby](#)



[Esther Kennedy](#)



[Petra Huda](#)



[John Tabor](#)



[Paige Trace](#)

The City Council is the governing body of the City of Portsmouth and as such is the policy-making entity of the City, except where otherwise expressed in the City Charter. The City Council consists of nine (9) councilors elected at large for terms of two (2) years. The candidate for City Council who receives the largest number of votes at any election becomes Mayor. The City Councilor who receives the next largest number of votes becomes Assistant Mayor. A candidate for City Council must be a duly qualified voter and resident of Portsmouth for at least two years immediately prior to election.

The public is invited to attend and encouraged to participate in City Council meetings. The meetings are also televised on the Portsmouth Municipal Government Cable Channel 22 and are streamed live on [Portsmouth's City YouTube Channel](#). City Council meetings are held in the [City Council Chambers, Municipal Complex, One Junkins Avenue, Portsmouth, NH 03801](#). For information, call the City Clerk 603-610-7207.

### **Police Commission**

[Joseph Onosko, Chairperson](#)  
[Stefany Shaheen](#)  
[Thomas Hart](#)

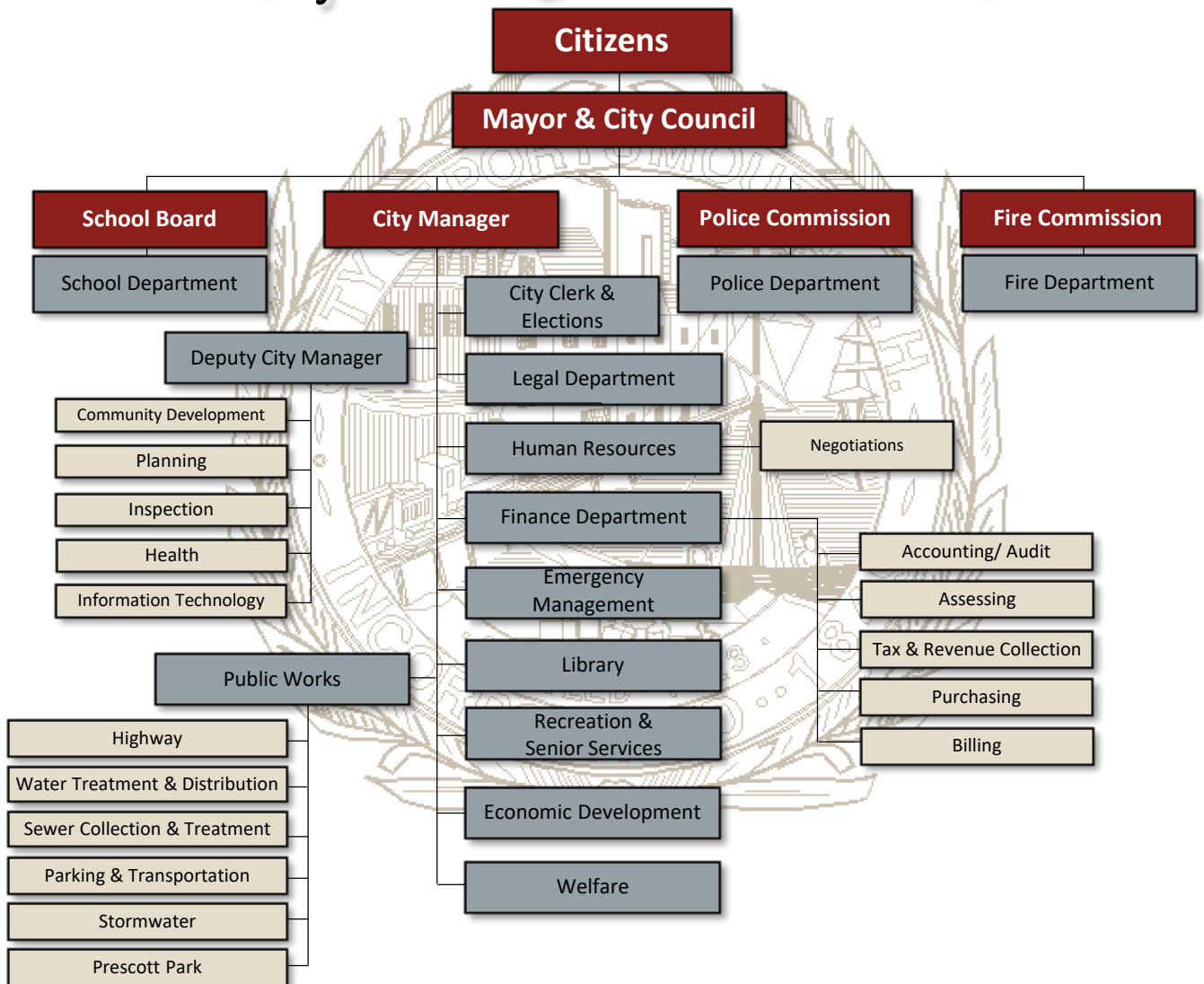
### **Board of Education**

[Kristin Jeffrey, Chairperson](#)  
[Tara Kennedy, Vice Chairperson](#)  
[Nancy Novelline Clayburgh](#)  
[Pip Clews](#)  
[Brian French](#)  
[Jeffrey Landry](#)  
[Margaux Peabody](#)  
[Hope Van Epps](#)  
[Ann M. Walker](#)

### **Fire Commission**

[Jennifer Mosher-Matthes, Chairperson](#)  
[Richard Gamester](#)  
[Michael Hughes](#)

# City of Portsmouth, New Hampshire Citywide Organizational Chart



## Principal Executive Officers

(as of June 30, 2020)

Karen Conard, City Manager

Nancy Colbert Puff, Deputy City Manager

Judith Belanger, Director of Finance and Administration

Andrew Purgiel, Deputy Finance Director

Peter Rice, Director of Public Works and Facilities

Robert Sullivan, City Attorney

Kelli Barnaby, City Clerk

Kelly Harper, Human Resources Director

Todd Germain, Fire Chief

Robert Merner, Chief of Police

Steven Zadavec, Superintendent

Juliet Walker, Planning Director

Kimberly McNamara, Public Health Director

Robert Marsilia, Chief Building Inspector

Nancy Bates, Tax Collector

Brian Goetz, Deputy Public Works Director

Rosann Maurice-Lentz, City Assessor

Melvin Wilson Jr., Recreation Director

Steven Butzel, Library Director

Ellen Tully, Welfare Administrator



# FY2020 City Accolades

## FY 2020 City Awards

### Parks and Greenery Division of the Public Works Department Receives Two Awards from the Arbor Day Foundation

[The Arbor Day Foundation](#) recently awarded Portsmouth's Parks and Greenery Division of the Public Works Department with its 21<sup>st</sup> [Tree City USA](#) designation as well as its 2<sup>nd</sup> [Tree Growth Award](#). Portsmouth has achieved the Tree City USA recognition for more than twenty years by meeting the program's four requirements: establishing and maintaining a tree board or department, establishing a tree-care ordinance, funding an annual community forestry budget of at least two dollars per capita and an Arbor Day observance and proclamation.



In 2020, because of the Governor's COVID-19 Stay At Home declaration, Portsmouth invited residents to prepare a "virtual" celebration of Arbor Day on April 24, 2020 by participating in a [#TreeCityHug video](#) that is posted online. Residents submitted photographs of themselves hugging a favorite tree in their backyards, neighborhoods, or City parks.

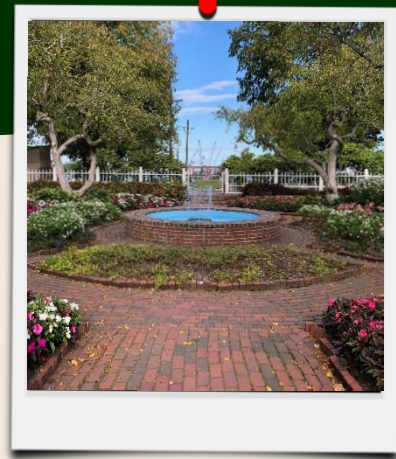


### **NH Healthy Lives** PREVENT · PROMOTE · PROTECT

certificate for fluoride optimization in the Portsmouth water system. This award recognized the City's water treatment operators for achieving optimal fluoride levels (0.7 parts per million) in the City's drinking water system.

### Fluoride Optimization Award

The City of Portsmouth's water operations staff was awarded a New Hampshire Safe Lives



## FY 2020 City Media Accolades

Portsmouth has been the fortunate beneficiary of several positive articles and received several recognitions and accolades in a variety of media. A list of these recognitions are (click on title in electronic version to be linked to the article):

- Portsmouth #1 ["Best Place for Young Professionals in New Hampshire"](#) – Niche.com
- Portsmouth included FamilyMinded.com article: ["Best Family Vacation in Every State"](#) an article on Sept. 2020
- 2020 #1 ["Best Place to Live in NH"](#) on Niche.com
- 2020 #1 ["Best Public Schools in Rockingham County, New Hampshire"](#) – Niche.com
- Portsmouth listed as [NH's Best weekend getaway location](#) by MSN.com March 2020
- SmartAsset, a NY-based financial technology company [lists Portsmouth as the #2 place to retire in New Hampshire](#) Feb. 2020
- [Vintage Christmas](#) highlighted as the most iconic tradition in NH on MSN.com. December 2019
- 2019 Portsmouth named the [most "Christmassy" Place in the State](#) on MSN.com: December 2019

# Portsmouth at a Glance...



**Settled in 1623**, Portsmouth is the nation's 3<sup>rd</sup>-oldest city with a rich heritage as a working seaport and the home of the State's only deep-water port. Portsmouth lies along the Piscataqua River, which divides New Hampshire and Maine. It is a regional economic and cultural hub located 56 miles north of Boston, Massachusetts and 53 miles south of Portland, Maine.

## Quick Facts

### City Government

- Incorporated: 1849
- Form of Government: Council-Manager

### Location

- Latitude: 43° 4' 32" North
- Longitude: 70° 45' 38" West
- County: Rockingham
- State: New Hampshire
- Tourism Region: Seacoast
- Planning Commission: Rockingham

### Land

- Land Area<sup>1</sup>: 16.8 sq. miles (15.7 sq. miles of land & 1.1 sq. miles of water )
- Public Parks & Playgrounds<sup>1</sup> 200+ acres
- Wetlands<sup>2</sup>: 3,538 acres

### Driving Distance to Selected Cities

- [Manchester, NH: 45 miles](#)
- [Portland, ME: 53 miles](#)
- [Boston, MA: 56 miles](#)
- [Concord, NH: 59 miles](#)
- [New York City, NY: 265 miles](#)

### Public Transportation

#### [COAST Bus Services](#)

- Operates both fixed-routes bus service as well as on-demand service for ADA riders.
- Free weekend service around the Downtown on the Vintage Christmas Trolley for the month of December.
- Operates the City's Senior Transportation Services

#### [Wildcat Transit](#)

- Provides bus service between downtown Portsmouth and the University of New Hampshire

#### [Amtrak Passenger Rail Link Service](#)

- available between Portland and Boston with stops in Dover, Exeter and Durham, NH

### Nearest Airports

- [Pease International Airport](#)
- [Manchester-Boston Regional Airport](#)
- [Portland International Jetport](#)
- [Logan International Airport](#)

## City Assets, Infrastructure, and Operating Indicators

### Public Safety - Police

- # of Stations: 1
- # of Vehicles: 30
- Police Canines: 2

### Public Safety – Fire and Rescue

- # of Stations: 3
- Fire Engines: 4
- Tower Truck: 1
- Ladder Truck: 1
- Heavy Rescue: 1
- Ambulance: 3
- Forestry Pick Up: 1
- Rigid Hull Inflatable Boat: 1
- Zodiac Boat: 1

### Education

- High School Buildings: 1
- Middle School Buildings: 1
- Elementary School Buildings: 3

### Public Works

- Miles of Streets: 105
- Miles of Sidewalks: 74
- Number of Bridge: 15
- City Owned Facilities Maintained: 8

### Eco Municipality Assets

- [Recycling Centers](#): 1
- LED Streetlights: 1,600
- [Electric Charging Stations](#): 5 ( 7 plugs)
- Solar Panel Arrays: 2
- City Biodiesel Vehicles: 80
- City Open Space: 94 undeveloped parcels (932 acres)

### Culture and Recreation

- [Libraries](#): 1
- Community Centers: 2
- [Senior Centers](#): 1
- Number of Boat Dock Facilities: 2
- Swimming Pools: 3
- Tennis Courts: 10

### Parks, Playgrounds and Cemeteries

- Number of Playgrounds/ Parks/ and Ballfields: 24
- Number of [Cemeteries/ Burial Grounds](#): 7
- [Adopt a Spot Gardens](#): 55
- Greenspace Maintained: 80+ acres

### Parking and Transportation

- Parking Garages: 2
- Garage Spaces: 1,503
  - [Foundry Place: 600](#)
  - [Hanover: 903](#)
- Metered Street Parking Spots: 678
- City Owned Parking Lots: 12
- City Owned Free Lots: 7 lots (639 spaces)
- Private Parking Lots with City Agreements: 3 lots (187 spaces)
- Bike Racks: 39
- Public Transit Options: 3

### Water System:

- Miles of Water Mains: 190
- # of Service Connections: 9,800
- Storage Capacity in Gallons (millions of gallons): 11
- Maximum Daily Capacity of Plant (millions of gallons): 4.0
- Water Balance (production v. billed and known use) – percentage : 9.00%
- # of Fire Hydrants: 1,040
- Precipitation for FY: 39.82 in

### Sewage System


- Miles of Sanitary Sewers: 112
- # of Treatment Plants: 2
- # of Service Connections: 6,495
- Maximum Daily Capacity of Treatment (millions of gallons): 25.3




1. Source: Taintor & Associates, Existing Conditions, 2004.  
2. Source: City of Portsmouth, 2003 Wetlands Inventory

# Demographics

**CITY**  
**Population**  
**22,206 (2019)**  
 NH Office of Energy and Planning

 **Males (49.8%)**  
**10,995**

 **Females (50.2%)**  
**11,071**

### Education Levels

High School Graduate or Higher...95.8%  
 Bachelor's Degree or Higher.....58.6%  
 Graduate or Professional Degree...23.9%  
 (Educational Attainment – Population 25+ Years -  
 source ACS survey 2015-2019)



### Households

Average Household Size – 2.07  
 Average Family Size – 2.69  
 (Source, U.S. Census 2015-2019)  
 Median Gross Rent 2015-2019 - \$1,062  
 (Source, U.S. Census 2015-2019)  
 Total Housing Units – 10,615  
 Occupied Housing Units – 9,927  
 (Source: ACS Survey 2015-2019)

### Income, Inflation Adjusted 2019

Per Capita Income - \$50,351  
 Median Family Income - \$105,821  
 Median Household Income - \$78,027  
 Median Earnings, full time  
 Male - \$66,932  
 Female - \$52,977  
 Individuals Below Poverty Level – 6.1%  
 (source NHES Community Profile, Portsmouth 2018 and ACS 2015-2019)



Population per square mile, 2018 – 1,396.4  
 Land area in square miles, 2016 – 15.7  
 (Source, ACS Survey 2018)

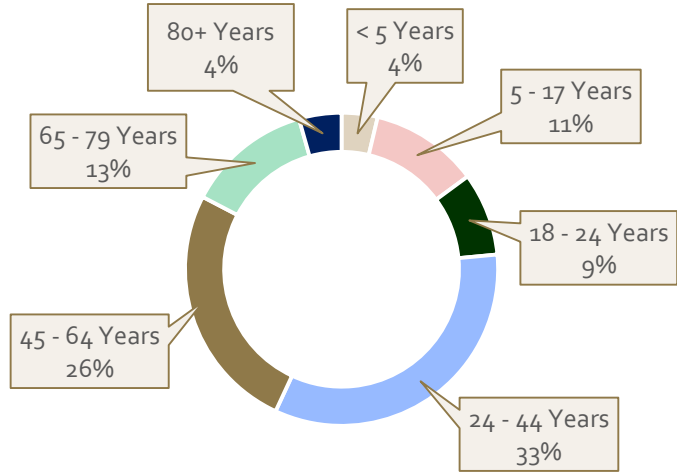
## Housing Unit by Occupancy

Source: American Community Survey Data 2015-2019



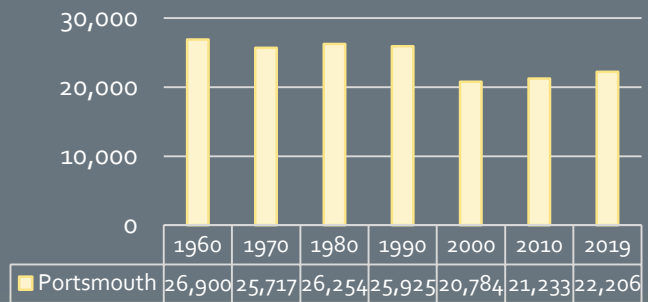
## Population by Age Group

(Source: ACS survey 2015-2019)



## Portsmouth Population

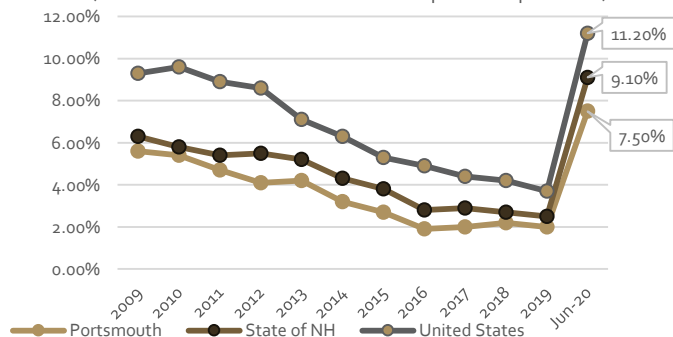
Decennial Trends 1960-2019  
 (source US Census Bureau)



## Annual Average Unemployment Rates 2009-2020

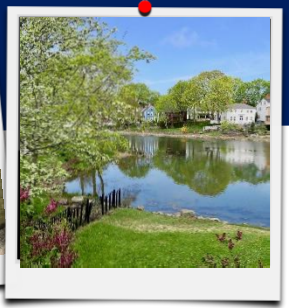
Portsmouth is consistently lower than the state and region in unemployment rates.

(Source: Portsmouth Economic Development Department)





# Economic Indicators



## Top 10 Taxpayers FY2020

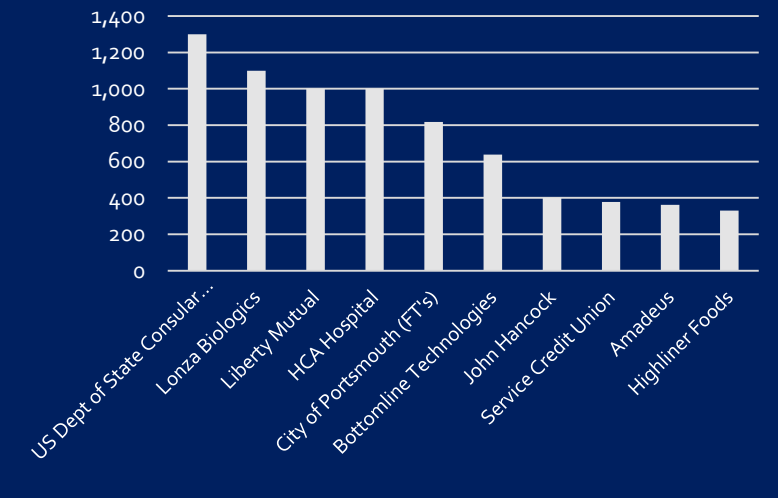
Company	Business Type	Percentage of Total Taxable Property
Public Service of New Hampshire	Utility	1.72%
HCA Health Services	Medical Building	1.41%
Arbor View & The Pines LLC	Apartment Complex	0.88%
Hanover Apartments LLC	Apartment Complex	0.70%
Northern Utilities Inc.	Utility	0.69%
Vaughan Street Hotel LLC	Hotel	0.69%
Port Owner Harbor LLC	Hotel	0.58%
Liberty Mutual Insurance	Office Building	0.55%
Inishmaan Assoc Ltd. Ptnshp	Apartment Complex	0.52%
Service Credit Union	Office Building	0.51%

## Total Valuation Before Exemptions TY19 (FY20)

	Total	Count
Commercial *	\$ 2,607,769,723	1,424
Residential **	\$ 3,563,936,014	7,314
<b>Totals</b>	<b>\$6,171,705,737</b>	<b>8,738</b>

\* Includes Pease Non Airport & Utilities, does not include Pease Airport  
 \*\* Includes single family, condos, multifamily units, mobile homes, and vacant land

## Largest Employers in Portsmouth 2020



## Median Values

**Single Family - \$470,850**  
**Residential \*\* - \$423,750**

## Property Mean Values 2019 (FY2020)

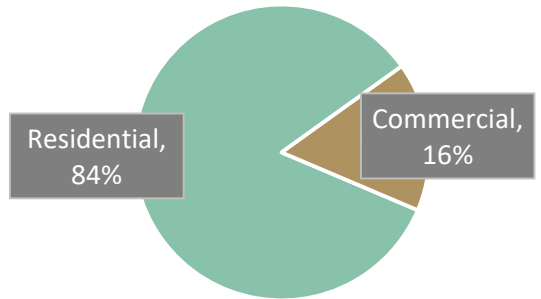
Type  
 Commercial\* - \$1,738,135  
 Residential \*\* - \$487,245  
 Residential Stratified  
 Single Family- \$547,146  
 Condo - \$643,703  
 Multi-Family 2-3 Units - \$640,324  
 Mobile Homes - \$221,425

As of April 1, 2019  
 \* Includes Pease Non-Airport District and Utilities  
 \*\* Includes single family, condos, multi-family 2-3 units, mobile homes and vacant land.  
 (Source: City of Portsmouth, Finance Department)

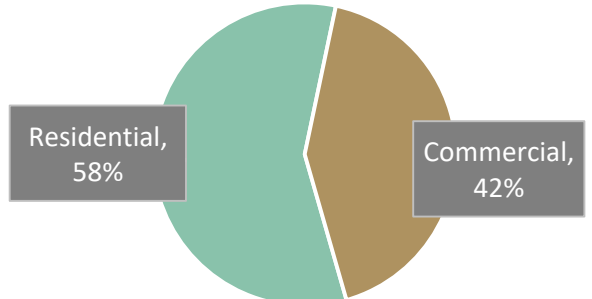
## Did you know?

**Residential Properties** make up **84%** of the properties (by count) in Portsmouth but pay **58%** of the tax burden while **Commercial Properties** make up **16%** of the properties in Portsmouth and pay **42%** of the tax burden.

Residential vs. Commercial Properties by Percent of Taxable Parcel Count TY 2019 (FY2020)



Residential vs. Commercial Properties by Percent of Total Assessed Value TY 2019 (FY2020)



TY = Tax Year April 1<sup>st</sup> to March 30<sup>th</sup>

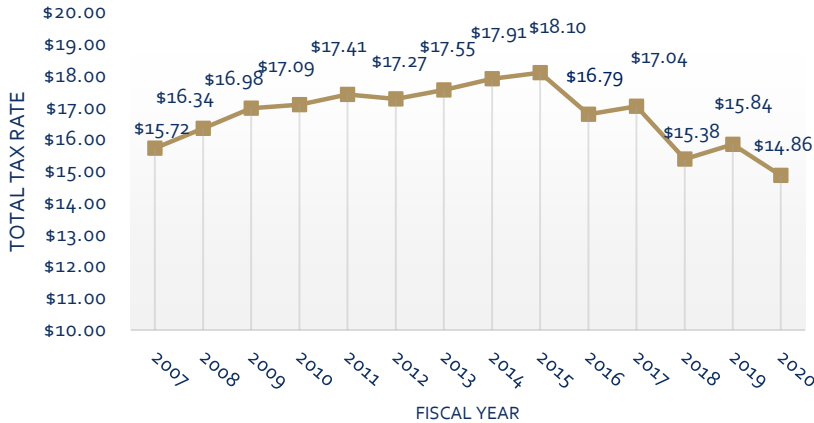
FY = Fiscal Year – July 1<sup>st</sup> to June 30<sup>th</sup>

# Property Tax Rate



<b>Tax Rate 2019 Tax Year (FY2020)</b> <b>\$14.86 (per \$1,000)</b>
Municipal - \$7.22
County - \$0.90
Local Education - \$4.83
State Education \$1.91

## Portsmouth, NH Total Tax Rate (Fiscal Years 2007-2020)



Where \$1.00  
of your taxes goes in FY2020



Municipal Tax - \$0.49



County Tax - \$0.06

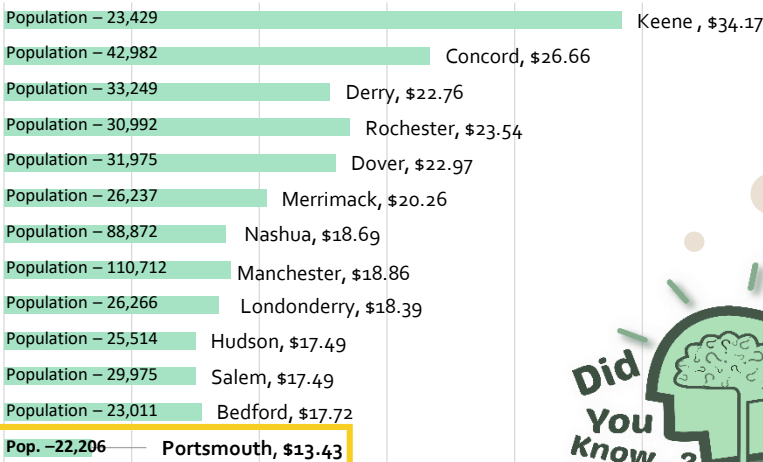


Local School Tax - \$0.32



State Education - \$0.13

## Total Equalized Tax Rate 2019 (FY 2020) (NH Communities with a Population of at Least 20,000 Residents)



Did You Know...?

Portsmouth had the LOWEST equalized tax rate of \$14.30 in Tax Year 2019 (Fiscal Year 2020) among New Hampshire's 13 Cities and the 37th lowest equalized tax rate in NH out of 232 communities.



# Property Taxes

In the State of New Hampshire, Property Tax is the Primary method of Financing Local Governments



Did You Know...?

Alaska & New Hampshire are the only two states in the U.S. that does not have either an Income Tax or a Sales Tax.

## Property Levy and Taxes

The City Council annually adopts a budget that is made up of program-related operating and non-operating appropriations. Estimated Revenues (from fees/fines/etc.) are then subtracted from the annual appropriations resulting in a Tax Levy. **The Tax Levy is the amount of money that the City will have to raise through property taxes.**

$$\text{Appropriations} - \text{Estimated Revenues} = \text{Property Tax Levy}$$

The Tax Rate is set annually in the fall by the State of New Hampshire. Once the tax rate is set, the formula to calculate what your property tax is as follows:

$$\text{Property Assessment} \div 1,000 \times \text{Tax Rate} = \text{Property Taxes}$$

## Property Assessments

Property Assessments, a value placed on each property in the City, are based on the market value and qualified comparable sales for each individual property as well as other contributing factors as of April 1<sup>st</sup> of each year. The State of New Hampshire relies on the assessment of values of properties at market value to attain fairness and equality to ensure the tax burden is proportionally spread across all property types.

## Tax Relief

Allowable by State Statute, the City of Portsmouth offers numerous options for Tax Relief for qualified residents.

- [Veteran's Exemption](#)
  - RSA 72-28 Standard & Optional Veteran's Tax Credit
  - -OR- RSA 72:28-b All Veteran's Tax Credit
- [Elderly and Disabled Exemptions](#)
  - Elderly or Disabled Tax Deferral (RSA 72:38-a)
  - Elderly Tax Exemption
  - Disabled Tax Exemption
  - Blind Tax Exemptions
  - Exemption for Improvements to Assist Persons with Disabilities
- Religious and Charitable Exemptions
- [Solar Energy Systems Exemption](#)
- [Wind Powered Energy Systems Exemption](#)



## Abatement Process

Property owners who wish to contest their assessments may request a review of their value by filing an [abatement application](#) with the Assessing Department.

- ✓ March 1<sup>st</sup> is the deadline to file the abatement application with the Assessor. The application can be found online. The Assessing Department must issue a response no later than July 1<sup>st</sup>.
- ✓ Property owners wishing to appeal the Assessing Department's decision can file with either the NH Board of Tax and Land Appeals or Rockingham County Superior court by September 1<sup>st</sup>.

Contact the Assessor's Office for more information: Phone: [603-610-7249](tel:603-610-7249)  
Online: <https://www.cityofportsmouth.com/assessors>.



# FY20 Financial Highlights



I am pleased to present the City of Portsmouth's Popular Annual Financial Report (PAFR) for the fiscal year ended June 30, 2020. The following Financial Highlight section was designed to present a condensed overview of the city's financial position in an easy to read format. This report provides pertinent information including expenditures, revenues, fund balance, debt service, and capital asset investments for Governmental and Proprietary Funds; detailed information on the General Fund; as well as the Water and Sewer Funds for fiscal year ended June 30, 2020. It does not include information on all of the City's Funds or Component Units.

Financial Information presented in this report is extracted from the City's audited 2020 Comprehensive Annual Financial Report (CAFR). The CAFR is prepared in accordance with Generally Accepted Accounting Principles (GAAP) and includes additional financial statements, note disclosures and required supplemental information, citywide initiatives, accomplishments and statistical data.

A copy of the CAFR is available at the Portsmouth Public Library as well as the City's website at <http://files.cityofportsmouth.com/finance/CAFR20.pdf>

The PAFR, by its summary nature, is not intended to conform to Generally Accepted Accounting Principles (GAAP); rather this report is intended to highlight financial information that may be most informative to you as a citizen of Portsmouth regarding the financial health and stability of the City.

As the City of Portsmouth's Director of Finance and Administration, it is my hope that you find this report helpful and easy to read. Please feel free to provide me with any questions, comments and/or suggestions regarding this document.

The PAFR may be obtained on the city website at <http://files.cityofportsmouth.com/finance/PAFR20.pdf>

Judith Belanger  
Director of Finance and Administration  
603-610-7223  
[jabelanger@cityofportsmouth.com](mailto:jabelanger@cityofportsmouth.com)

## GFOA Awards

The City of Portsmouth has received 3 achievement awards from the Government Finance Officers Association of the United States and Canada (GFOA) this year.



**Award for Outstanding Achievement in Popular Annual Financial Reporting (PAFR)** for fiscal year ending June 30, 2019. This marks the third (3rd) PAFR award for the City of Portsmouth.

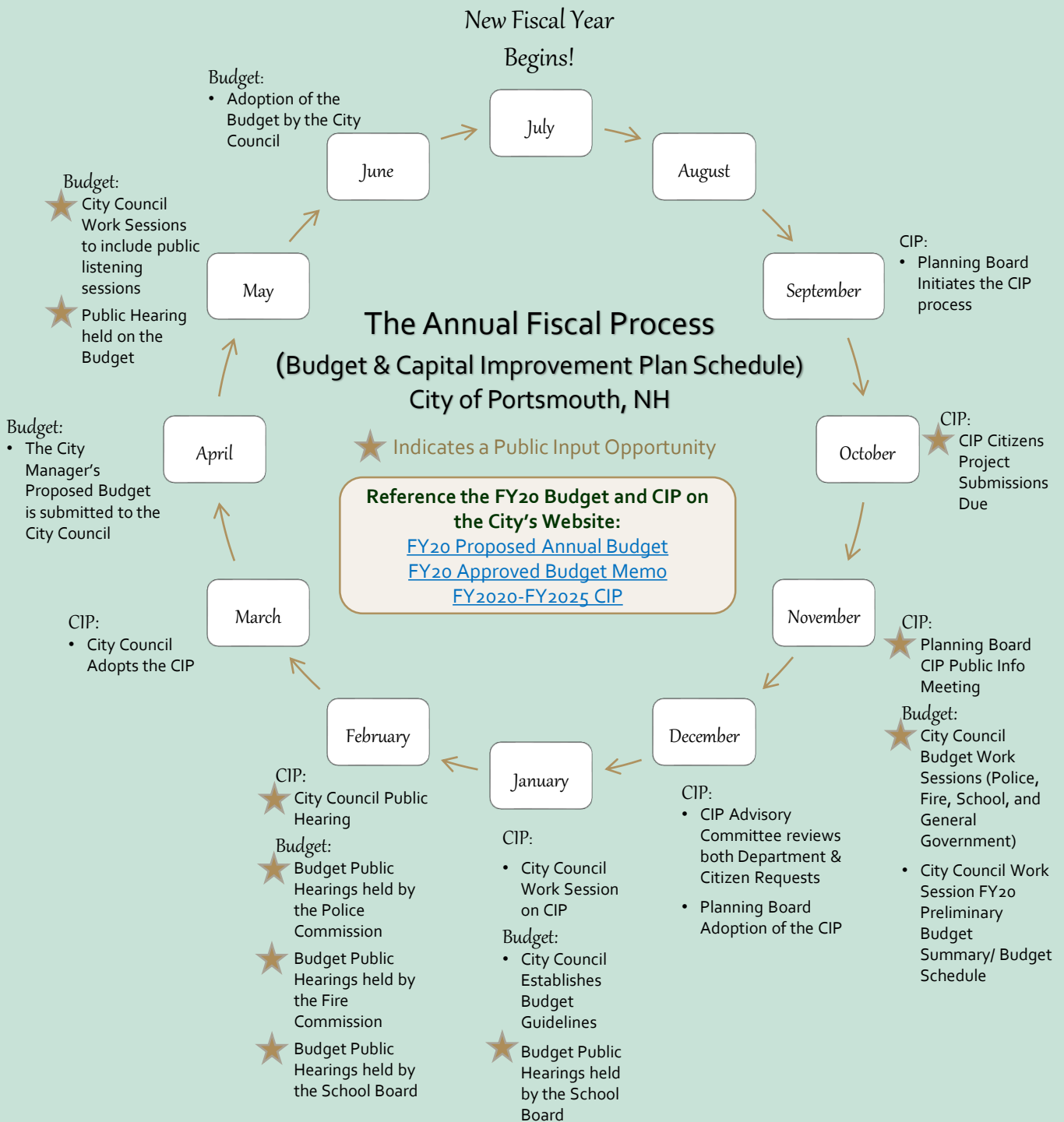


**Certificate of Achievement for Excellence in Financial Reporting** for its fiscal year ending June 30, 2019 Comprehensive Annual Financial Report (CAFR). This marks the City's twenty-seventh (27th) award. Awards were presented for the Fiscal Years ending June 30, 1988, 1989 and for twenty-five (25) consecutive years from 1995 to 2019.



**Distinguished Budget Presentation Award** for the City's fiscal year beginning July 1, 2019 Proposed Budget Document. This marks the City's fourteenth (14th) consecutive award.

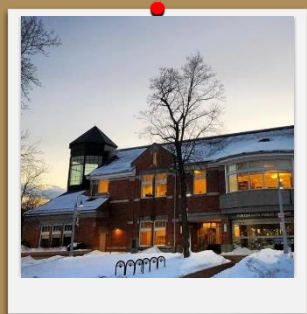
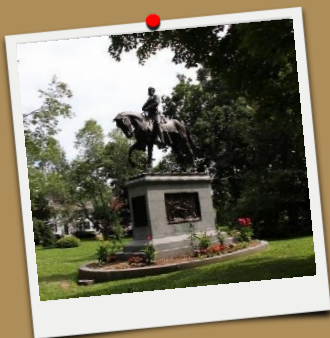
# FY20 Budget Process



**Did you know?**

*In 1653, upon the town's incorporation, the name Portsmouth was given in honor of the colony's founder, John Mason who had been the captain of the Port of Portsmouth, England.*

# Glossary of Financial Terms

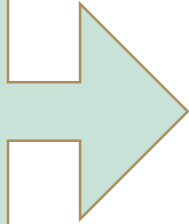


Abatement	An official reduction or elimination of one's assessed valuation after completion of the original assessed value.
Accrual Basis of Accounting	A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred.
Appropriation	An authorization granted by a legislative body to make expenditures and incur obligations for specific purpose.
Assessed Valuation	The fair market value placed upon real and personal property by the city as the basis for levying property taxes.
Bond Premium	An amount that the underwriter provides to the issuer at the closing of bonds in addition to the principal (par) amount borrowed.
Capital Assets	Land, improvements to land, easements, building, building improvements, vehicles, machinery, equipment, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.
Deferred Inflows and Outflows of Resources	Represents acquisition (inflows) and consumption (outflows) that are applicable to future reporting periods.
Enterprise Funds	Account for the financing of services to the general public whereby all or most of the operating expenses involved are recorded in the form of charges to users of such services. The Enterprise Funds consist of the Water Fund and the Sewer Fund.
Fund Balance	The excess of an entity's assets over its liabilities also known as excess revenues over expenditures or net assets. Fund Balance can be further segmented as follows: <ul style="list-style-type: none"> <li>• Non-spendable – Represents fund balance not available to be spent or legally required to be maintained intact.</li> <li>• Restricted – Represents fund balance that is restricted by creditors, grantors, contributors, or laws and regulations of other governments.</li> <li>• Committed – Self-imposed limitations set in place prior to the end of the period.</li> <li>• Assigned – Represents fund balance utilized in subsequent periods for pay-as-you capital projects and on-time, non-recurring expenditures.</li> <li>• Unassigned – Represents fund balance that is available for any purpose.</li> </ul>
General Fund	The General Fund is the chief operating fund of the government.
Net Position	The residual of all other financial statement elements presented in a statement of financial position.
Overlay	An appropriation to fund potential tax abatements.
Proprietary Funds	Funds used for business-like activities, usually operate on an accrual basis of accounting. Proprietary funds include Enterprise and Internal service funds.
State Revolving Loan Fund (SRF)	A fund administered by the State for the purpose of providing low-interest loans for investments in water and sanitation infrastructure.
Unamortized Bond Premium	Unamortized bond premium refers to the amount between the face value and the amount the bond was sold at, minus the interest expense. It is what remains of the bond premium to be written off against expenses over the bond's life.



# Financial Results – Net Position

The City of Portsmouth's financial activities in total are made up of two classifications: Governmental and Business-Type Funds. The table represents the governmental funds the City accounted for in the Statements of Net Position.



GOVERNMENTAL FUNDS	
General Fund	Account for all general operating expenditures and revenues. This is the City's largest fund and primarily funded from property taxes.
Special Revenue Funds	Proceeds of specific revenue sources that are restricted for a specific purpose. These include, Parking & Transportation, Community Development Block Grant, Urban Development Action Grant, Prescott Park and Federal, State, Local grants and private donations.
Capital Funds	CIP projects for City infrastructure improvements.
Debt Service Funds	Principal and interest payments on a special assessment bond.
Permanent Funds	Resources that are restricted to the extent that only earnings and not principal may be used for purposes that supports programs for the benefit of the government or citizenry.
BUSINESS-TYPE OR ENTERPRISE FUNDS	
Water	Production, delivery and storage of safe water.
Sewer	Collection, transportation and treatment of wastewater.

## City of Portsmouth, NH

### Statement of Changes in Net Position (In Thousands)

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
<b>REVENUES</b>						
Program Revenues:						
Charges for Services	\$ 19,742	\$ 21,873	\$ 25,601	\$ 25,030	\$ 45,343	\$ 46,903
Operating Grants and Contributions	12,251	11,290	-	-	12,251	11,290
Capital Grants and Contributions	3,197	3,583	7,681	3,030	10,878	6,613
General Revenues:						
Property Taxes	88,734	84,828	-	-	88,734	84,828
Interest on Taxes	165	104	-	-	165	104
Grants and Contributions (not restricted)	1,330	1,122	-	-	1,330	1,122
Investment Income	1,563	1,834	1,064	1,108	2,627	2,942
Other	2,393	1,751	471	407	2,864	2,158
<b>Total Revenues</b>	<b>129,375</b>	<b>126,385</b>	<b>34,817</b>	<b>29,575</b>	<b>164,192</b>	<b>155,960</b>
<b>EXPENSES</b>						
General Government	16,600	16,129	-	-	16,600	16,129
Public Safety	25,185	23,146	-	-	25,185	23,146
Education	57,810	57,310	-	-	57,810	57,310
Public Works	17,309	16,596	-	-	17,309	16,596
Health and Human Services	773	746	-	-	773	746
Culture and Recreation	4,460	4,679	-	-	4,460	4,679
Community Development	687	1,130	-	-	687	1,130
Interest on Long-Term Debt	4,329	4,043	-	-	4,329	4,043
Water Operations	-	-	8,761	8,196	8,761	8,196
Sewer Operations	-	-	12,518	12,134	12,518	12,134
<b>Total Expenses</b>	<b>127,153</b>	<b>123,779</b>	<b>21,279</b>	<b>20,330</b>	<b>148,432</b>	<b>144,109</b>
Change in net position before permanent fund contributions and transfers	2,222	2,606	13,538	9,245	15,760	11,851
Transfer in(out)	398	260	(398)	(260)	-	-
Special items	-	-	(1,690)	-	(1,690)	-
Change in net position	2,620	2,866	11,450	9,245	14,070	11,851
Net Position - beginning of year	109,845	106,978	116,307	107,322	226,152	214,300
<b>NET POSITION - END OF YEAR</b>	<b>\$ 112,465</b>	<b>\$ 109,845</b>	<b>\$ 127,757</b>	<b>\$ 116,567</b>	<b>\$ 240,222</b>	<b>\$ 226,151</b>

**Statement of Changes in Net Position** presents revenues and expenses for the City as a whole and describes the changes in net position for the current and prior fiscal year.

Total Program Revenues (charges for services) and General Revenues (mostly taxes and interest on investments) were \$164.2 million, an increase of \$8.2 million or 5.3%.

Total expenses for the City were \$148.4 million, an increase of \$4.3 million or 3%.

# Financial Results – Net Position

**Statement of Net Position** presents information on all of the City fund's assets and liabilities, deferred inflow/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator whether the City's financial position is improving or deteriorating.

At the close of the fiscal year, the City's total net position of \$240.2 million represents an increase of \$14.1 million in comparison to the prior year.

## City of Portsmouth, NH Statement of Net Position (in Thousands)

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 92,574	\$ 105,994	\$ 64,369	\$ 72,171	\$ 156,943	\$ 178,165
Capital assets	249,653	241,042	239,821	213,471	489,474	454,513
Total assets	342,227	347,036	304,190	285,642	646,417	632,678
Deferred outflows of resources	16,358	20,395	700	824	17,058	21,219
Total assets and deferred outflows	\$ 358,585	\$ 367,431	\$ 304,890	\$ 286,466	\$ 663,475	\$ 653,897
Long-term liabilities	\$ 227,607	\$ 242,861	\$ 88,663	\$ 96,445	\$ 316,270	\$ 339,306
Other liabilities	10,118	8,537	88,139	73,454	98,257	81,991
Total liabilities	237,725	251,398	176,802	169,899	414,527	421,297
Deferred inflows of resources	8,395	6,189	331	260	8,726	6,449
Net position:						
Net investment in capital assets	145,409	134,801	91,840	76,006	237,249	210,807
Restricted	14,220	23,358	-	163	14,220	23,521
Unrestricted	(47,164)	(48,315)	35,917	40,138	(11,247)	(8,177)
Total net position	\$ 112,465	\$ 109,844	\$ 127,757	\$ 116,307	\$ 240,222	\$ 226,151
Total liabilities, deferred inflows and net position	\$ 358,585	\$ 367,431	\$ 304,890	\$ 286,466	\$ 663,475	\$ 653,897

**Net Investment in Capital Assets** is the largest portion of net position and reflects our investment in capital assets (e.g. land, buildings, machinery and equipment); less any related debt used to acquire the assets that is still outstanding. As of year-end, net investment in capital assets is \$237.3 million, an increase of \$26.5 million from FY2019. These capital assets are used to provide services to citizens.

**Restricted Net Position** of \$14.2 million represents 6% of resources that are subject to external restrictions on how they may be used.

**Unrestricted Net Position is the remaining amount of the net position not restricted for a specific purpose.** There are two reporting mandates from Governmental Accounting Standards Board (GASB) 1) \$93.4 million of net pension liability representing the City's share of the New Hampshire Retirement System's unfunded liability and 2) \$21.6 million for Other Post-Employment Benefits (OPEB) liabilities. This resulted in an ending balance in Unrestricted Net Position of a negative \$11.3 million. [Detailed information regarding these liabilities can be found in notes 21 and 22 (pages 80-90) of the Fiscal Year ended June 30, 2020 CAFR].

# General Fund

The General Fund is the primary operating fund and represents services provided by the General Government, Police, Fire, and School Department as well as appropriations for Debt Service, Rockingham County Tax Obligation, Overlay, and Capital Outlay.

The statement below provides the comparison of the final budget to actual expenditures and estimated revenues to actual revenues for fiscal year ended June 30, 2020 as reported on [page 48](#) of the CAFR. This statement reports gross property taxes which are not net of overlay.

GENERAL FUND  
STATEMENT OF REVENUES AND OTHER SOURCES  
AND EXPENDITURES AND OTHER USES - BUDGET TO ACTUAL  
FOR YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance With Final Budget
<b>Revenues and Other Sources:</b>			
Taxes	90,275,478	90,613,451	337,973
Licenses and permits	6,373,200	6,851,868	478,668
Intergovernmental	10,176,746	10,246,414	69,668
Charges for services	5,855,305	5,976,520	121,215
Investment income	1,100,000	1,205,712	105,712
Interest and penalties	170,549	164,713	(5,836)
Fines and costs	733,000	769,152	36,152
Other revenues	153,000	243,517	90,517
Other financing sources:			
Transfers in	1,301,352	1,302,111	759
Use of Fund Balance:			
To reduce taxes	2,500,000	2,500,000	-
<b>Total Revenues and Other Sources</b>	<b>118,638,630</b>	<b>119,873,458</b>	<b>1,234,828</b>
<b>Expenditures and Other Uses:</b>			
<i>Current:</i>			
General administration	7,373,281	7,149,325	223,956
Other general administration	1,050,690	985,105	65,585
Public works	7,095,875	6,722,590	373,285
Community services	3,603,808	3,482,107	121,701
Regulatory services	1,634,904	1,495,169	139,735
Emergency management	15,514	15,514	-
Police department	11,830,799	11,571,211	259,588
Fire department	9,347,650	9,142,802	204,848
School department	50,242,858	49,996,009	246,849
Non-operating	26,443,251	25,686,606	756,645
<b>Total Expenditures and Other Uses</b>	<b>118,638,630</b>	<b>116,246,438</b>	<b>2,392,192</b>
Excess of revenues and other sources over expenditures and other uses	<u>\$ -</u>	<u>\$ 3,627,020</u>	<u>\$ 3,627,020</u>

## FY 2020 Budget to Actual Results

**Revenues exceeded the estimated revenues by \$1,234,828**

- Surplus in Licenses and Permits of \$478,668 from:
  - Excess of \$105,658 as a result of an increased number of motor vehicle registrations.
  - \$293,997 in building, electrical and plumbing permits resulting from renovations and new construction citywide.
- Surplus in Intergovernmental revenues of \$69,668 primarily from:
  - Unanticipated revenue from Health and Human Services of \$31,699,
  - Excess of \$76,484 from State revenues, and
  - A negative variance of \$31,080 from school tuition as a result of a slight decline of student enrollment from SAU communities: Greenland, New Castle, Newington and Rye.
- Surplus in Charges for Services of \$121,215 mainly attributed to:
  - Excess of \$157,490 from Ambulance Fees.
  - Negative variance of \$24,119 resulting from the closure of recreation programs due to the COVID-19 pandemic.
- Surplus in Investment Income of \$105,712.

**Expenditures were less than the estimated budget by \$2,392,192**

- Current operating expenditure surplus of \$1,635,547 is primarily the result of a spending and hiring freeze mandated by the City Manager due to the financial uncertainties from the COVID-19 pandemic. The net surplus is comprised of:
  - \$259,588 from the Police Department,
  - \$204,848 from the Fire Department,
  - \$246,849 from the School Department,
  - \$373,285 from Public Works,
  - \$93,749 from the Health Department,
  - \$163,823 from Recreation and Senior Services,
  - \$296,405 in other General Government Departments, and
  - An over expenditure of \$90,387 from welfare direct assistance.
- Non-operating net expenditures surplus of \$756,645 is mainly attributed 551,883 surplus in debt related expenditures as a result of delaying bond issuances and \$180,102 from County Tax.



# General Fund

Where does the money come from to fund the General Fund budget?

General fund activities are financed by revenues generated from local property taxes, state shared revenues, and other local sources. Actual revenues for FY20, FY19 and FY18 are depicted below.

Revenues	Actual 2020	Actual 2019	Actual 2018
<b>Property taxes</b>	90,613,451	87,444,879	83,488,957
<b>Licenses and permits:</b>			
Motor Vehicles Permits	4,835,658	5,018,306	4,733,632
Building Permits	1,110,131	1,599,907	1,050,394
Cable Franchise Fee	360,000	360,000	360,000
Other Licenses and Permits	545,329	426,523	432,249
<b>Intergovernmental:</b>			
School Building Aid from State	1,863,247	1,863,247	1,863,247
Rooms and Meals Tax from State	1,329,583	1,122,057	1,109,504
Highway Block Grant from State	452,678	444,779	435,979
School Tuition	6,525,420	6,370,822	6,649,622
Other	69,922	204,727	38,077
<b>Charges for services:</b>			
PDA Airport District	2,765,894	2,836,535	2,683,161
Police Outside Detail	149,672	196,093	184,906
Ambulance Fees	1,027,490	950,046	794,639
Net Parking Related Revenue	1,637,532	1,668,427	1,511,698
Recreation Department	231,741	273,961	260,884
Other Charges for services	170,506	235,400	198,480
<b>Investment Income:</b>	1,205,712	1,336,087	852,727
<b>Interest on Taxes:</b>	164,713	104,157	88,770
<b>Fines and Costs</b>	769,152	741,808	893,107
<b>Other Revenues:</b>	243,517	335,882	160,497
<b>Other Financing Sources:</b>			
Bond Premium	-	4,314	1,286,114
Transfer from Other Funds	1,302,111	1,191,708	1,163,445
<b>Use of Fund Balance:</b>			
Use of Fund Balance	2,500,000	2,273,000	2,808,167
Use of Bond Premium	-	1,286,114	1,269,148
<b>Total Revenues</b>	<b>\$ 119,873,459</b>	<b>\$ 118,288,780</b>	<b>\$ 114,317,403</b>



Property Taxes  
75.6%



Licenses & Permits  
5.8%



Intergovernmental  
8.5%



Charges for Services  
5.0%



Investment Income  
1.0%



Interest on Taxes  
0.1%



Fines & Costs  
0.6%



Other Revenues  
0.2%



Other Financing Sources  
1.1%



Use of Fund Balance  
2.1%

# General Fund

## How is the money spent to fund General Fund Expenditures?

Revenues collected from property taxes, state shared revenues and other local revenues are used to fund the General Fund expenditures only. Actual Expenditures for FY20, FY19, and FY18 are depicted below.

Expenditures	Actual FY20	Actual FY19	Actual FY18
<b>Operating Budget</b>			
General Government	19,849,810	19,201,147	18,319,774
Police	11,571,211	11,155,190	10,913,953
Fire	9,142,802	8,894,022	8,609,116
Education	49,996,009	48,085,225	46,573,031
Transfer to Indoor Pool	-	150,000	150,000
<b>Total Operating</b>	<b>\$ 90,559,832</b>	<b>\$ 87,485,584</b>	<b>\$ 84,565,874</b>
<b>Non-Operating</b>			
Debt Service	13,919,613	13,468,666	12,832,481
Rockingham County Tax	5,561,364	5,503,199	5,629,133
Capital Outlay	1,810,000	1,635,000	1,985,000
Other Non-Operating	4,395,629	5,037,230	4,717,208
<b>Total Non-Operating</b>	<b>\$ 25,686,606</b>	<b>\$ 25,644,095</b>	<b>\$ 25,163,822</b>
<b>Total Expenditures</b>	<b>\$116,246,438</b>	<b>\$113,129,679</b>	<b>\$109,729,696</b>

Operating Expenditures represents 78% of the total Expenditures for FY20



General Government  
17%



Police Department  
10%



Fire Department  
7.9%



Education  
43%



Transfer to Indoor Pool  
0.1%

Non-Operating Expenditures represents 22% of the total Expenditures for FY20



Debt Service  
12%



Rockingham County  
Tax  
4.7%



Capital Outlay  
1.5%



Other Non-Operating  
3.8%

### Expenditure Categories

- **General Government**- City Council, City Manager, Finance, City Clerk, Elections, Legal, Human Resources, Public Works, Planning, Inspection, Health, Information Technology, Public Library, Recreation, Senior Services, Welfare, Outside Social Services, and Emergency Management.
- **Public Safety**- Police and Fire Departments.
- **Education**- K-12 School System.
- **Transfer to Indoor Pool**- Annual transfer for operating expenses for the Indoor Pool.
- **Debt Service**- Principal and Interest on Long- Term Debt.
- **Rockingham County Tax**- Portsmouth's apportionment of the Rockingham County Tax Obligation.
- **Other Non-Operating**- Overlay, Capital Outlay, Contingency, IT Equipment Replacement, and Rolling Stock.

# General Fund – Fund Balance

## GENERAL FUND BALANCE SHEET

	2020	2019	2018
<b>Assets:</b>			
Cash and Investments	50,716,865	51,550,362	54,830,873
Receivables:			
Property Taxes	1,878,202	2,224,781	1,907,984
Departmental and other	693,339	691,455	670,150
Due from other funds	788,738	898,026	222,952
Advances to other funds	443,160	480,160	524,160
Other assets	134,763	72,853	90,187
<b>TOTAL ASSETS</b>	<b>54,655,067</b>	<b>55,917,637</b>	<b>58,246,306</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>			
<b>Liabilities:</b>			
Accounts payable	1,172,090	1,270,361	1,571,422
Accrued liabilities	1,063,748	817,887	846,008
Unearned revenue	40,981	250,984	1,077,090
Retainage payable	6,907	6,427	-
Tax refunds liability	2,591,753	2,358,863	2,873,581
Other liabilities	563,680	644,776	513,234
<b>TOTAL LIABILITIES</b>	<b>5,439,159</b>	<b>5,349,298</b>	<b>6,881,335</b>
Deferred inflows of Resources	1,420,044	1,278,095	1,103,026
Fund Balances:			
Nonspendable	443,160	480,160	524,160
Restricted	-	-	-
Committed	21,917,043	22,665,499	25,642,234
Assigned	9,283,064	10,513,688	8,942,597
Unassigned	16,152,597	15,630,897	15,152,954
<b>TOTAL FUND BALANCE</b>	<b>47,795,864</b>	<b>49,290,244</b>	<b>50,261,945</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE</b>	<b>\$ 54,655,067</b>	<b>\$ 55,917,637</b>	<b>\$ 58,246,306</b>

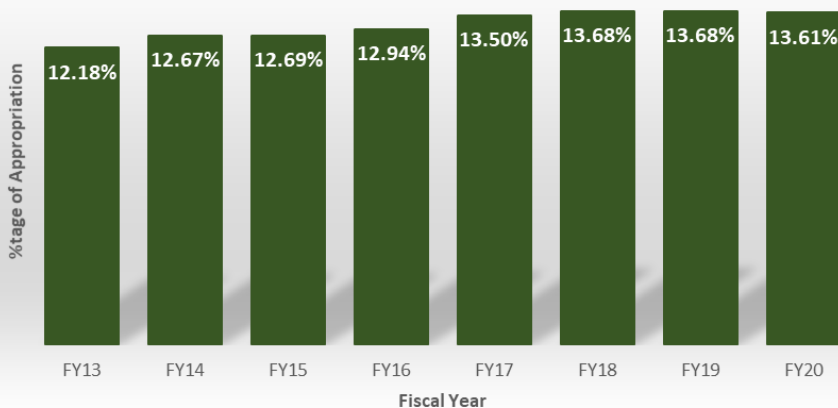
The General Fund balance sheet is prepared using current financial resources measurement focus and the modified accrual basis of accounting. Meaning, no long-term assets or liabilities are reported on this balance sheet. Fund Balance is the excess of an entity's assets over its liabilities. The unassigned portion of the fund balance represents expendable available resources that can be spent for future needs.

## Unassigned Fund Balance Ordinance

City Council adopted in Fiscal Year 1998 the "Unassigned Fund Balance Ordinance" to maintain the assigned fund balance within a certain range. This ordinance was amended in fiscal year 2013 which mandates that the City will maintain an unassigned fund balance of between 10% and 17% of general fund appropriations.

Unassigned fund balance at the end of the fiscal year was \$16,152,597 or 13.61% of the final general fund budget. This is an increase of \$521,700 from prior year however the percent of appropriations remains the same. The table demonstrates that over the last eight years, the unassigned fund balance has remained in excess of 10% of the final general fund budget.

## GENERAL FUND - UNASSIGNED FUND BALANCE



# Enterprise Funds – Water & Sewer Funds

An Enterprise Fund establishes a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods and/or services to the general public. The City of Portsmouth has two Enterprise Funds: Water Fund and Sewer Fund and each are accounted for separately.

## Why is there a monthly meter charge on my bill?

The Meter charge is for ongoing maintenance and service of meters installed on the property and is based on the service size as listed on table. Typical residential meter is 5/8".

Water Meter Charge	
Meter Size	Monthly Rate
5/8"	\$4.95
3/4"	\$4.95
1"	\$8.27
1 1/2"	\$14.25
2"	\$22.91
3"	\$36.26
4"	\$68.74
6"	\$120.27
8"	\$168.01
10"	\$252.02

## How is my water & sewer rate established?

Both the Water and Sewer Funds utilize a comprehensive rate model which serves as a tool to allow for long-term financial planning to create a rate structure that is stable and predictable from year to year to lessen the user rate impact due to capital investments or unanticipated losses of revenue.

The City's water rate and sewer rate structure is a two tiered inclining rate, meaning, the first 10 units (a unit of 100 cubic feet of water or 748 gallons) of water consumed each month is billed using one rate, and water consumed greater than 10 units per month is billed at a higher rate. Since the large volume users have a greater impact on system production capacities, storage volume and pipe sizing, a second tier at the higher rate captures the additional costs incurred to serve them.

The City's irrigation meter consumption rate structure for both residential and commercial customers have a third tier for any consumption beyond 20 units per month to further promote efficiencies.

### WATER FUND

The Water Fund operates and maintains water production, water storage and water distribution servicing Portsmouth, Greenland, New Castle, Newington and portions of Durham, Madbury and Rye.

#### FY20 WATER RATES

Consumption per month

First Tier Rate (10 units or less)	\$4.32
Second Tier Rate (over 10 units)	\$5.20

Irrigation Meter Consumption Rates

1st Tier Rate [0-10 units]	\$5.20
2 <sup>nd</sup> Tier Rate [11-20 units]	\$9.81
3 <sup>rd</sup> Tier Rate [over 20 units]	\$12.11

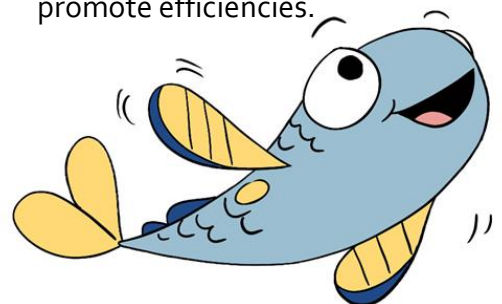
### SEWER FUND

The Sewer Fund operates the Collection and Treatment of wastewater.

#### FY20 SEWER RATES

Based on Water Consumption per month

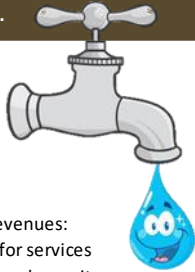
First Tier Rate (10 units or less)	\$13.77
Second Tier Rate (over 10 units)	\$15.14





# Water & Sewer Funds

The Water and Sewer funds are reported on the proprietary fund financial statements and use the full accrual basis of accounting similar to private sector. Each report equity as net position. The Statement of Revenues, Expenses and Changes in Fund Net Position for FY20 and FY19 is displayed below for comparison.



CITY OF PORTSMOUTH, NEW HAMPSHIRE  
 PROPRIETARY FUNDS  
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

	Water 2020	Water 2019	Sewer 2020	Sewer 2019	Total 2020	Total 2019
<b>Operating Revenues:</b>						
Charges for services	\$ 8,284,662	\$ 8,135,894	\$ 15,523,645	\$ 15,316,669	\$ 23,808,307	\$ 23,452,563
Licenses and permits	785,192	750,021	500,023	275,496	1,285,215	1,025,517
Department revenue	279,682	356,307	217,905	189,130	497,587	545,437
Other revenue	10,074		-	6,600		
<b>Total Operating Revenues</b>	<b>9,359,610</b>	<b>9,242,222</b>	<b>16,241,573</b>	<b>15,787,895</b>	<b>25,591,109</b>	<b>25,023,517</b>
<b>Operating Expenses:</b>						
Personnel services	3,661,140	3,134,161	3,757,571	3,538,144	7,418,711	6,672,305
Non-personnel services	1,957,726	2,083,760	3,659,955	4,088,055	5,617,681	6,171,815
Depreciation	2,056,796	1,901,401	2,550,063	2,288,766	4,606,859	4,190,167
<b>Total Operating Expenses</b>	<b>7,675,662</b>	<b>7,119,322</b>	<b>9,967,589</b>	<b>9,914,965</b>	<b>17,643,251</b>	<b>17,034,287</b>
<b>Operating Income</b>	<b>1,683,948</b>	<b>2,122,900</b>	<b>6,273,984</b>	<b>5,872,930</b>	<b>7,957,932</b>	<b>7,995,830</b>
<b>Nonoperating Revenues (Expenses):</b>						
Intergovernmental revenues	3,805		12,583		16,388	-
Investment income	272,348	337,728	791,307	769,890	1,063,655	1,107,618
Bond amortization	190,003	203,073	264,553	205,163	454,556	408,236
Interest expense	(1,085,169)	(1,077,124)	(2,550,745)	(2,219,302)	(3,635,914)	(3,296,426)
<b>Total Nonoperating Revenues (Expenses)</b>	<b>(619,013)</b>	<b>(536,323)</b>	<b>(1,482,302)</b>	<b>(1,244,249)</b>	<b>(2,101,315)</b>	<b>(1,780,572)</b>
<b>Income Before Contributions and Transfers</b>	<b>1,064,935</b>	<b>1,586,577</b>	<b>4,791,682</b>	<b>4,628,681</b>	<b>5,856,617</b>	<b>6,215,258</b>
Capital contributions	6,835,457	2,151,456	845,890	878,670	7,681,347	3,030,126
Special Item - loss on disposal			(1,690,184)		(1,690,184)	
Transfer out			(397,806)	(260,067)	(397,806)	(260,067)
<b>Change in Net Position</b>	<b>7,900,392</b>	<b>3,738,033</b>	<b>3,549,582</b>	<b>5,247,284</b>	<b>11,449,974</b>	<b>8,985,317</b>
<b>Net Position at Beginning of Year</b>	<b>46,536,458</b>	<b>42,798,425</b>	<b>69,770,761</b>	<b>64,523,477</b>	<b>116,307,219</b>	<b>107,321,902</b>
<b>Net Position at End of Year</b>	<b>\$54,436,850</b>	<b>\$46,536,458</b>	<b>\$73,320,343</b>	<b>\$69,770,761</b>	<b>\$127,757,193</b>	<b>\$116,307,219</b>

The total net position for the Water and Sewer Funds at the end of the year increased by \$11.45 million for a total of \$127.7 million. The Water Fund increased by \$7.9 million and the Sewer Fund increased by \$3.55 million. Key elements of the changes are:

- Increase in operating revenues for the water fund of \$117,388 or 1.3% and the sewer fund experienced an increase of \$453,678 or 2.9%, both primarily as a result of rate increases.
- Non-operating revenues of \$1.5 million represent an increase of \$18,745 primarily due to an increase in bond premium amortization.
- Non-operating expenses of \$3.6 million represent an increase of \$339,488 from interest expense.
- Capital grants and contributions of \$7.7 million represents an increase of \$4.6 million due to contributions made by the U.S. Air Force for well and water source projects at Pease.

# Long-Term Debt Outstanding

At the end of the current fiscal year, total bonded debt and State Revolving Fund (SRF) loans outstanding, including business-type activities (water and sewer departments) was \$193,377,862 which includes unamortized premiums as shown in the table.

## Outstanding Debt (000s)

	Governmental Activities		Business-type Activities		Totals	
	2020	2019	2020	2019	2020	2019
	General Obligation Bonds	\$ 99,623	\$ 111,095	\$ 59,962	\$ 64,560	\$ 159,585
State Revolving Fund Loans	-	32	17,831	20,630	17,831	20,662
Unamortized premium	<u>10,326</u>	<u>11,555</u>	<u>5,636</u>	<u>6,090</u>	<u>15,962</u>	<u>17,645</u>
Total	<u>\$ 109,949</u>	<u>\$ 122,683</u>	<u>\$ 83,429</u>	<u>\$ 91,280</u>	<u>\$ 193,378</u>	<u>\$ 213,963</u>

The City of Portsmouth's total debt decreased by \$20,584,618 or 9.62% during the current fiscal year primarily as a result of a reduction of outstanding debt principal of \$18,900,738. The City did not issue any General Obligation bonds in FY20.

**STANDARD  
& POOR'S**

**AAA BOND RATING**

In June 2019, the latest bond issue, Standard & Poor's Rating Group (S&P) affirmed the City's bond rating of "AAA" citing the City's very strong economy, very strong management with strong policies and practices, strong budgetary performance, very strong budgetary flexibility, very strong liquidity, and strong debt and contingent liabilities position as positive credit factors.

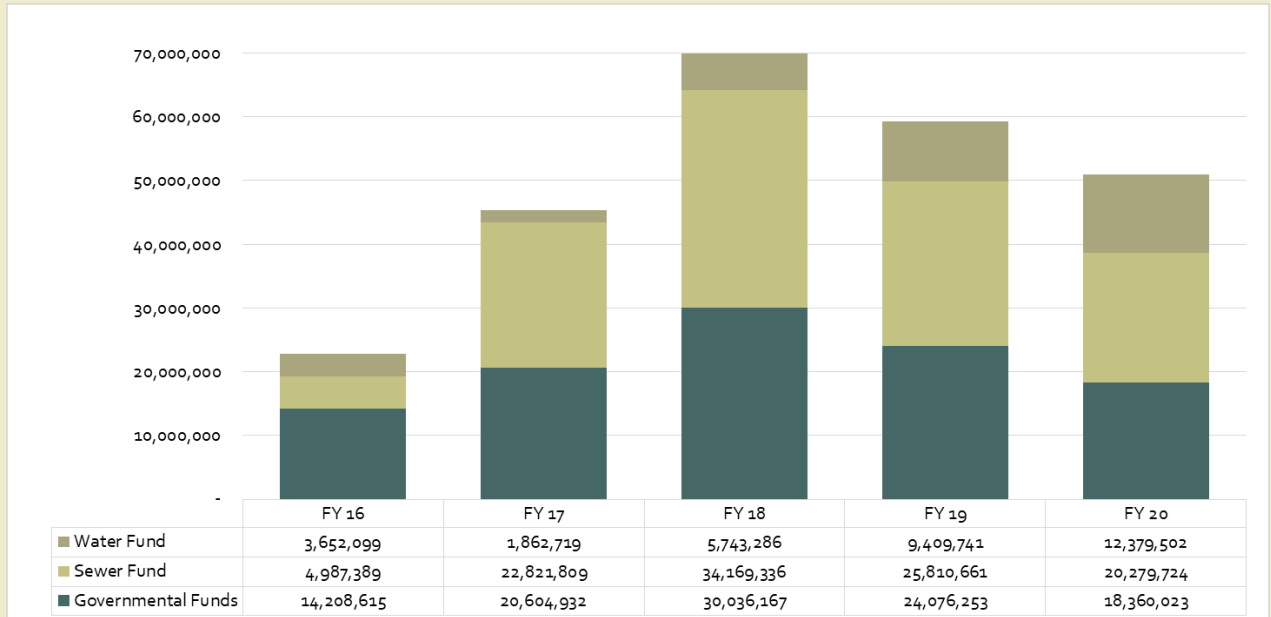
## What does the bond rating mean to you as the Taxpayer?

Similar to your own credit rating, a bond rating is a grade given to bonds that indicates their credit quality. A "AAA" rating represents the highest credit rating available and translates to significant savings to you as the taxpayer through reduced interest rates. Rating agencies rate the municipality during each bond issuance focusing on the areas of: Conservative Budgeting Techniques, Debt Management, Stabilization Reserves, Strong Liquidity Management, Succession and Contingency Planning, and Fund Balance Policies, along with other demographic factors.

# Capital Investments

## Investments in Capital Assets

Capital Assets are defined as land, buildings, equipment, and infrastructure owned by the City. Investments in capital improvements are made each year. The chart below depicts a 5-year history of capital expenditures to purchase, construct or improve infrastructure citywide. These projects are funded through annual appropriations, bonds, loans, grants and other capital contributions.



## CAPITAL ASSET EVENTS DURING THE FISCAL YEAR

### Governmental Activities

Construction in Progress \$17,361,884

- Pleasant St., Market St. Ext, Islington St., McDonough St., and Maplewood Ave. reconstruction
- Peverly Hill Rd. Sidewalks
- New Senior Activity Center
- Multi-purpose fields off of Peverly Hill Rd.
- Upgrades to New Franklin School
- Upgrades to various streets, sidewalks, and infrastructure projects

Capitalized Assets \$5,462,994

- Bow St. and Grafton Rd.
- New generator at Fire Station One
- Additional work at Foundry Place Parking Facility
- City Hall security system
- Woodbury Ave. signal upgrades
- Hoover Dr. storm drain improvements
- Upgrades to the High School outdoor track
- Parrott Ave. and City Hall parking lots
- Purchase of vehicles for Public Works, Police, Fire, and School Department

### Water Fund Activities

Construction in Progress \$17,750,492

- Pease Well Design
- Pleasant St., Maplewood Ave., Islington St., and McDonough waterlines

Capitalized Assets \$5,859,554

- Newington Booster Station
- New Castle, Peirce Island, Clough Dr., and Hanover St. waterlines
- Purchase of vehicles and equipment

### Sewer Fund Activities

Construction in Progress \$33,952,905

- Continued construction of the Peirce Island Wastewater Treatment Facility
- Upgrades to the Pease Wastewater Treatment Facility
- Islington St., Hanover St., Pleasant St. and Maplewood Ave. sewerlines.

Capitalized Assets \$71,782,889

- Equipment, buildings and sewerlines associated with the Peirce Island Wastewater Treatment Facility
- Goosebay Dr., and Green St. sewerlines
- Sewerlines near the new plating fields on Peverly Hill Rd.
- Purchase of vehicles and equipment

# Next Year's FY21 Budgets


At the time of publication of the PAFR for year ending June 30, 2020, Fiscal Year 2021 is underway and the budget document is available for review at the Public Library, City Clerk's office as well as on the City's website. This budget was carefully prepared in light of the uncertainties of the COVID-19 pandemic. The document describes the strategy implemented to continue the services, critical infrastructure needs, and fiscal stability at the same time being mindful of potential challenges as a result of the pandemic. This document provides helpful information to assist in understanding the City's budget.


## General Fund

- The final FY21 General Fund budget is \$119,115,338 which, includes a Supplemental Appropriation of \$150,000 for the redesign plan for the redevelopment plans of the McIntyre Federal Building, is less than 1% over FY20.
- The tax rate approved by the Department of Revenue Administration is \$14.70 per \$1,000 of assessed value. This is a decrease of 16¢ or 1.08% from the prior year.


## Water and Sewer Funds

Both the Water and Sewer Division user rates have been set based on a two-tier inclining rate block structure based on units of water consumed. One unit is equal to 100 cubic feet or 748 gallons of water.

 The FY21 water user rates did not change from FY20. The rate for the first 10 units of water consumed per month remained at \$4.32 and consumption over 10 units per month at \$5.20. The meter charge rate remained the same and is based on the service meter size.

 Irrigation rates are based on a three-tier inclining rate structure and did not increase from FY20.

- First 10 units of water consumed 5.20/unit
- 10 units up to 20 units consumed 9.81/unit
- Above 20 units consumed \$12.11/unit

 The FY21 sewer user rates reflect a 4% increase from the FY20 rates. The rate for the first 10 units of water consumed per month increased \$13.77 to \$14.32. The rate for consumption over 10 units per month increased from \$15.14 to \$15.75 per unit.

## Fiscal Year 2021 Budget

### Operating Budget

General Government	20,871,927
Police	12,152,362
Fire	9,624,468
Education	52,026,812
Collective Bargaining	105,000
Transfer to Other Funds	174,344
<b>Total Operating</b>	<b>\$ 94,954,913</b>

### Non-Operating

Debt Service	13,270,440
Rockingham County Tax	5,699,880
Capital Outlay	1,000,000
Other Non-Operating	4,190,105
<b>Total Non-Operating</b>	<b>24,160,425</b>

**Total Annual Budget** \$119,115,338

City of

Portsmouth

New Hampshire

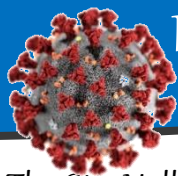


Proposed Annual Budget

Fiscal Year 2021

(July 1, 2020 – June 30, 2021)





## The City Hall Responds to the Virus

Beginning on March 16<sup>th</sup>, after the closure of City-owned facilities, the City Manager and Senior Staff met daily to ensure a safe continuity of City Services to residents for the duration of the pandemic, especially while city facilities remained closed. As part of this effort, City staff, the City Council and the Chamber Collaborative of Greater Portsmouth worked synergistically while leveraging existing relationships with leadership in state and regional government, as well as business and industry leaders to identify risks, address hot spots, and provide resources to aid Portsmouth's economy. The City supplied the most current information to residents across numerous communication channels including Channel 22 as well as a daily emailed newsletter. The [City Manager's Advisory](#) newsletter, published daily March 15<sup>th</sup> through June 1<sup>st</sup> and three times per week thereafter, featured information on the local impact of the pandemic and available resources for assistance and relief. The [City Manager's Advisory](#) and Channel 22 information were also shared by twenty-three surrounding towns. Also published each week, beginning in April, a special Sunday Edition of the City Manager's Advisory featuring a new work by Portsmouth's Poet Laureate, Tammi Truax. This special edition received national press attention through the Associated Press, CNN, the New York Times and NHPR.



## A Visit from the Easter Bunny

In the midst of the COVID-19 pandemic shutdowns in April of 2020, after having to cancel the annual Easter Egg Roll, City staff sought to provide some moments of joy to Portsmouth citizens of all ages. City Staff arranged to have a socially distant Easter Bunny tour all of the City's neighborhoods with assistance from the Recreation and Fire Departments.

## Portsmouth's Response, by the Numbers (FY20)

**P**  
**140**

City Parking spaces utilized to create 15 minute pick up zones, outside restaurant seating, loading zones, ADA compliance and construction zones during COVID.19. (Approximately 16% of the City's Inventory)



**181** Permits for various outdoor, indoor or public realm dining arrangements were approved by City Staff.



**50** Face shields made by the High School Tech Group and distributed to One Sky Community Service & the City's Public Work Dept.



**1,200** Masks collected from the Community for local seniors.

March 16, 2020  
March 29, 2020  
May 1, 2020  
May 13, 2020  
May 18, 2020  
June 9, 2020  
June 27, 2020  
July 1, 2020  
July 6, 2020

- City Facilities close to the public. City Schools switch to remote learning.
- Governor Sununu Announces State's first COVID-19 "Stay At Home" Order.
- Governor Sununu announces the "Stay at Home" 2.0 initiative.
- City Staff created the *Business Reopening Work Groups* to create action plans for the safe reopening of retail, restaurants, and City Facilities.
- The *Business Reopening Work Group* detailed a preliminary set of working guidelines.
- At the request of the City Council, City staff streamlined the Health, Planning and Inspection Departments' permitting processes through the City's Viewpoint Online Portal.
- Citizen Response Task Force met for the first time.
- Portsmouth Public Library begins doing curbside book borrowing .
- City Hall Reopened with protocols in place and staff working on staggered shifts or remotely.
- Governor Sununu announced he would release retail stores, restaurants and recreational venues from his Stay-at-Home orders as of July 1<sup>st</sup>.
- The Pierce Island Pool opened with precautions in place.



## The Clipper Strong Fund

Recognizing that much of the City's character was defined by the small businesses that comprise over 91% of the local economy, the Mayor Rick Becksted established the [Clipper Strong Fund](#) Committee and appointed Councilors Esther Kennedy and John Tabor along with members of the business community to establish guidelines for the distribution of the donations. The fund received over \$40,000 in donations. A grant program was established with funding of up to \$500 awarded to qualified businesses of under 10 employees, who had been in business since September of 2019 or prior and could identify the intended use of the funds for COVID-19 safety modifications or to pay bills such as rent, utilities, and employee benefits. Alongside the grant program, over 250 Clipper Strong Care Packages containing masks, a touchless thermometer, and CDC customer guideline signage were distributed to small businesses who requested them.



## The Citizen Response Task Force

The Citizen Response Task Force, proposed by Assistant Mayor Splaine & Councilor McEachern, was established with the overall goal to provide an opportunity for business owners, residents, and City staff to collaborate on how to better aid Portsmouth's business community while offering insight and suggestions into the recovery process from the unprecedented challenges brought on by the COVID-19 pandemic. The task force consisted of nineteen members, selected by the Mayor, who included representatives from the business and restaurant communities, non-profit organizations from the arts and health care communities, citizens, members of the [Economic Development Commission](#), health care professionals and city staff members. The group formed three subcommittees to establish what would most effectively help the city's vulnerable businesses:

1. Streets – This subcommittee's charge was to look at creative alternatives for using spaces in the "public realm" including partially-closed downtown streets. This task force helped expand outdoor seating areas for local restaurants through street closures and the use of donated barricades.
2. Foundry/Bridge Street Pop-up – The second subcommittee looked at creating a "pop up" venue in a City owned location to provide Portsmouth businesses (especially those from the arts and restaurant communities) an additional location to create business opportunities such as live art performances, additional seating and retail pop-up.
3. Health – The final subcommittee assisted the Health Department in pandemic data collection for the seacoast area as well as providing information to the public on COVID-19 related health topics such as mask-wearing, testing and ventilation.





# Engage in Your City Government

## City Government Involvement

The City of Portsmouth offers several opportunities for Portsmouth Citizens to engage in its Local Government Processes.

### The Annual Budget Process

- Budget Public Hearings (Police Commission, Fire Commission and School Board)
- Budget Public Hearing (City Council)

### Capital Improvement Plan Process

- [Citizen Project Request Forms](#)
- CIP Public Input Meeting (Planning Board)
- CIP Public Hearing (City Council)

### Public Input Sessions

- City Council Public Comment Sessions and City Council Public Dialogue Sessions
- Boards, Commissions, Committees Public Input Opportunities
- Planning and Public Works hosted Public Input Sessions on upcoming construction projects and long-term planning policies
- Master Planning Process (Master Plan 2025, Sagamore Creek Master Plan, Prescott Park Master Plan)
- Neighborhood Outreach Forum
- Economic Development (Sister Cities Programs)

### Boards, Commissions, Committees

- [Citywide Neighborhood Committee](#)
- [Citizen Advisory Committee \(CDBG\)](#)
- [Appointed Positions](#) (Boards, Commissions, Committees)
- Elected Positions (Police Commission, Fire Commission, School Board)

### Public Input Opportunities through Digital Media

- [Click N' Fix App](#)

### Widely Available Information for Citizens

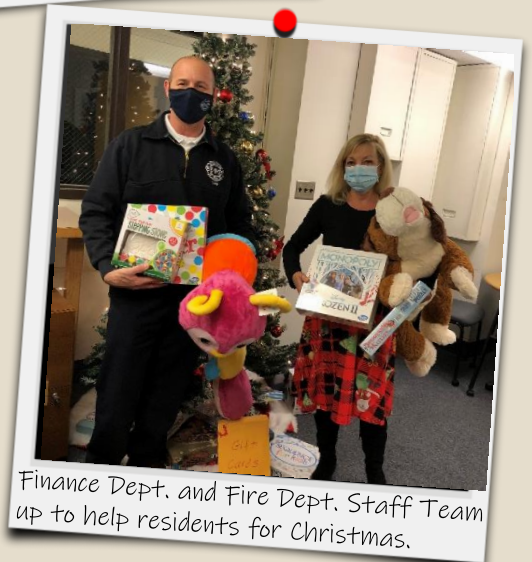
- [City Website](#)
- [YouTube Live Feed \(HD quality\)](#) , Televised Meetings (and archived)
- Minutes, Presentations, Agendas online
- Plans, Documents, Budgets Available in numerous locations (Online, Clerk's Office, Library)
- [Code Red Snow Ban Information](#)



DPW Solid Waste Staff hard at work.



A quiet moment of reading at School!



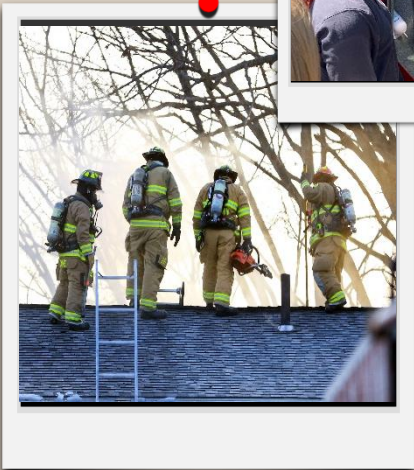
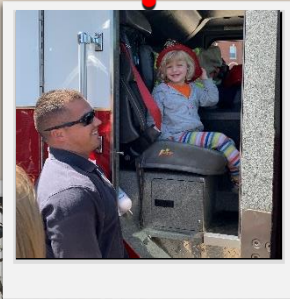
Finance Dept. and Fire Dept. Staff Team up to help residents for Christmas.





## News and Updates for FY2020

- ✓ In FY20, the department hired firefighters to fill four positions authorized by the City Council as well as vacancies created by retirements. In total, nine firefighters were hired and trained.
- ✓ In early March, the department began to adapt to and train for, responding to EMS and Fire emergencies amidst the global COVID-19 Pandemic. Policies and protocols were changed to follow CDC guidelines to keep our members and the public safe.
- ✓ In April of 2020, the department received authorization to purchase a new aerial truck to replace our aging Ladder 2. We expect delivery of a 2020 E-One 95' Aerial Platform in late spring of 2021. This truck will be assigned to [Station 2](#) on Lafayette Road.
- ✓ On June 26th, the department received delivery of a new fire engine. A 2019 E-One Typhoon Pumper equipped with a 1500 GPM pump, 530 gallons of water was assigned as Engine 1 and responds out of our [Central Fire Station](#) on Court St.



**2,201**  
Fire/Rescue  
Service Calls in  
FY20



**25** Public  
Education &  
School Visits

**3,235**  
Ambulance  
Service Calls in  
FY20



**5,757**  
Hours of  
Training



**5,436**  
Total Service Calls  
in FY20

**27**

Carbon Monoxide  
Investigations/ Leaks



**8** Vehicle Fires

**162** Motor  
Vehicle  
Accidents



**5** Fires in  
Occupied  
Residential  
Dwellings

**310** On Site  
Contractor  
consultations



**387** Fire and  
Life Safety  
Inspections

**14**  
Natural  
Gas/Propane  
Leaks



**51** "Other" Fires  
(dumpsters,  
grass/ woods,  
sheds, etc.)





**1,579**  
# Pieces of evidence processed

**5,853** Motor Vehicle Stops



**46** DWI Arrests

**822** Total Number of Arrests in FY20



**552** Motor Vehicle Stop with Summons/Citations Served

**510** Motor Vehicle Accidents



**300** Pounds of medication collected at the PPD lobby kiosk.

**24** Public CRASE/ALICE/SAFETY trained by the PPD Staff in FY20 (7/1/19 - 3/11/20)



**273** Hours of Training (Civilian Staff)

**3,877** Training Hours (FT & PT Sworn Officers)



## News and Updates for FY2020

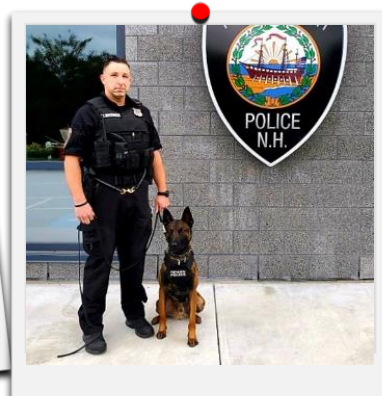
- The department appointed K9 Officer Werner to the post of K9 Officer Blanding and acquired K-9 Frankie after K9 Officer Blanding resigned to join the U.S. Army. Officer Werner and Frankie graduated from The Boston Police K9 Academy's Patrol Dog School in FY20. This Police Canine Handler course consisted of 560 hours of training and a National Certification in a variety of areas to include K9 Obedience, Evidence Recovery, Area Search, Building Search, Tracking, and Aggression Control.
- The Portsmouth Police Department had formerly served as a New England training hub for law enforcement classes. When the department hosts training sessions, the city gains free "training seats" in each class for police department personnel, stretching the department's training budget. However, a combination of the economic crisis of 2008 as well as a training room lacking necessary technology, the department hosted significantly fewer trainings in recent years. In FY20, the training room upgraded its technology capabilities as well as renovated the room with new flooring and paint. The training room will be available as a training hub again after the COVID-19 pandemic has been resolved.
- ICAC (Internet Crimes Against Children) in Portsmouth is funded partially by a federal grant. This funding, received since 1998, supports the NH ICAC Task Force based out of the Portsmouth Police Department. The grant pays 100% of the Lieutenant assigned to ICAC and 80% of a detective, overtime for investigators from numerous NH police departments, as well as equipment, training and software. In March, when the COVID-19 pandemic hit and NH children were spending significantly more time at home, these crimes against children tripled. As a result, the Governor allocated a \$1 - million grant to the Portsmouth Police to fund NH ICAC Task Force operations from the states' federal Covid-19 Cares Act Funding. These funds will be expended on the caseload increase due to the pandemic.
- Police departments across the nation are all experiencing the scarcity of candidates seeking a career as a police officer. The department's Personnel and Training unit has been diligent and resourceful in its efforts and as a result, the department is now hiring many already certified officers from all over the country, such as Arizona, South Carolina, and Texas. These certified officers come with a wealth of experience and education that benefits the department.



**34,286**  
Police Department Service Calls in FY20



**2**  
Police Canines





## District Mission Statement

The purpose of the Portsmouth schools is to educate all students by challenging them to become thinking, responsible, contributing citizens who continue to learn throughout their lives.

## News and Updates for FY2020

- ✓ Portsmouth School District rated #2 in Best School Districts in New Hampshire according to Niche ([www.niche.com](http://www.niche.com)).
- ✓ New Franklin Elementary School was recognized as a 2020 National Blue Ribbon School in the category of Exemplary High Performing School based as measured by state assessments or nationally normed tests, one of only three NH elementary schools awarded.
- ✓ PSD implemented the final phase of its 1:1 device to student technology initiative at Portsmouth High School.
- ✓ [The Educational Opportunity Fund](#) was established in alignment with our goal to close any gaps of opportunity for students and to create even more intentional structures to ensure equitable learning environments. Specifically, this fund assists students on Free and Reduced Lunch in accessing school-sponsored educational programs which require a fee.
- ✓ [Futures](#) had 23 students attending college and 224 students in high school during the 2019-20 school year. Since its inception in 1993, many individuals and businesses have generously contributed to Futures, enabling over 200 students to receive college mentoring and attend a 2 or 4-year college. In the years since, more than \$2,061,000 has been distributed to Futures' students.
- ✓ Portsmouth High School Athletics Complex track was replaced. The track was originally installed in 1989.

## Congratulations!

The following teams reached the championships:

### CHAMPIONSHIP FINALISTS:

- Girls Swimming

### CHAMPIONSHIP WINNERS:

- Boys Basketball
- Girls Indoor Track



## Education and Child Care

	Elementary School (P, K-5)	Middle School (6-8)	High School (9-12)	Private/Parochial (P,K,1-8)
# of Schools	3	1	1	1
Grade Levels	P, K-5	6-8	9-12	P, K, 1-8
Total Enrollment	999*	531*	1,128*	169**

# Public Library

## News and Updates for FY2020

Beginning in March, with the onset of the COVID-19 Pandemic, the library pivoted to a very successful online model.

- ✓ 347,502 items were loaned out despite having to close the Public Library building to traditional in-person browsing.
- ✓ Library Members had access to download or livestream;
  - ✓ 750,000 items (movies, TV shows, etc.) from [Hoopla](#),
  - ✓ 14,133 eBook titles and 12,076 audiobook titles from [OverDrive](#).

# of people that visited the **Portsmouth Public Library** in FY20.

**238,937**

In FY20 the Library loaned out **347,502** items.



## For Youth & Teens

- Popular ["Take and Make"](#) weekly activity kits for Youth and Teens, STEAM kits, and Crazy 8's Math Activities
- Story Times including Move & Groove, Pajama Story Time and Garden Story Time online and Outdoor Story Time this fall in Leary Field
- Outreach to local organizations like Gosling and PEAK to provide Online Story Times
- Special Events like Outdoor Rockets, Spooky Science, Magic Classes, Cooking Challenges, Ukulele group, Escape Room Design Workshops, and more
- Five Book Clubs for Youth & Teens: Grades K-2, Grades 3 & 4, Grades 4 & 5, Middle School, and Teen
- Teen Advisory Board, Teen Game Nights, Lock-Ins, and Teen D&D
- Quarterly Reading Challenges to prepare for children for literacy and build skills
- Harry Potter Escape Room
- Cartooning Workshop
- Indigenous Youth Stories: Northeast Woodlands Native American Stories
- Take Your Child to the Library Day

## Come see what the Portsmouth Public Library has to offer!

Below are events featured in FY20 from the library, many of which have continued in FY21.

### For All Ages

- The Golden Age of Mysteries Fête
- Seacoast Camera Club exhibit
- Live Guitar Performances

### Adults

- "Standing Up to Racism" 3-week course offered three times in FY20 and is [scheduled for additional sessions in FY21](#)
- Four Book Clubs for Adults: Fiction, Speculative Fiction, LGBTQ and Classics Book Groups
- [Weekly Meditation with local volunteer teachers](#).
- [Language Discussion Groups](#): Chinese, French, German, Italian, and Spanish.
- Patrons utilize the [Library's 3D printer](#) to make objects in plastic form by submitting digital designs.
- [Wireless Printing](#) & WiFi used daily by patrons.
- [PPL REXS](#) – recommendations for personalized book recommendations, research, services
- [Live Chat](#) – reference information & library services
- [Monthly Genealogy Workshops](#) and Local History lectures
- 3-Month Climate Crisis book group
- 4-week Shakespeare Bootcamp hosted AARP Tax Aide
- Workshops and presentations were delivered on gardening and hiking, including Edible Wild Plants, Tea Garden, Organic Gardening, Mushrooms, and Haunted Hikes
- Indigenous Stories series, in person and online, featuring local and regional speakers
- Mindfulness, Chair Yoga, Tarot and Ukulele workshops
- Crafting workshops, including Card Making and Visible Mending
- "Come Create Poetry & Art" workshops with the City's Poet Laureate
- Documentary film screenings and panels including *Motherload* as well as *Burned: Are Trees the New Coal?*

Visit the [Portsmouth's Library's Events Calendar](#) for a full listing of events.



# Recreation and Senior Services Departments

## Recreation Department

### News and Updates for FY20

COVID-19 imposed a major impact for the Recreation Department beginning in March of 2020. All of the Recreation Facilities were closed and programs were cancelled out of caution for both residents and city staff. However certain precautions were put in place by City Staff which allowed the following:

- Summer programs for 2020 went from 9-week full day camps to 6-week, 1-hour "boutique" programs.
- The City introduced a new Share-the-Square Event that took place on two weekends in the fall of 2019 (September 29<sup>th</sup> and October 6<sup>th</sup>) – The Recreation Department developed games and activities alongside the City's Department of Public Works and the Portsmouth Public Library while pedestrians walked through Market Sq.
- The Recreation Department was able to open Outdoor Pool open in one hour blocks by reservation only in an effort to give residents access to the pool in as safe a manner as possible.



The Recreation Department has moved to online registration for all of its programs. Check out the [Recreation Department's Website](#) for more information!

### Yearly Events

- Summer 2019 Programs
- July 4<sup>th</sup> Fireworks 
- Senior Center Summer 19 Cookout
- Senior Center 2019 Thanksgiving Luncheon 
- New York City Day Trip November 2019
- Turkey Shoot, November 2019
- Letters to Santa 
- Holiday Parade & Tree Lighting 2019
- Father-Daughter Valentine Dance, February 2020
- Middle School Dances
- Summer 2020 Boutique Programs

## Portsmouth Senior Services Division

### News and Updates for FY20

- As FY20 came to a close, so did the temporary location of the senior center at Community Campus. For 5-years, the temporary location was able to provide a variety of social, fitness, wellness and educational activities for adults ages 50+.
- Renovation of the new senior center at the former Paul A. Doble property neared completion, in time for the targeted July opening date.
- In person programs were halted as of March 13, 2020 due to the COVID-19 pandemic, but several programs continued via Zoom including Line Dancing, Zumba Gold, Dull Men's Club, and Tai Chi.
- Senior Transportation continued operation providing much needed medical visits. Rides to all medical appointments continue to be offered free of charge.
- During the COVID-19 closure, the Senior Services Department coordinated food resource information, hosted mask distribution (for seniors, City/School Dept. employees, and the Portsmouth community), collected masks from volunteer makers, and provided resource information for senior with increased needs during this time.
- In FY20, up until the March 13<sup>th</sup> pandemic closure of the Senior Activity Center, the Senior Services Department increased the number of and variety of day and overnight trips for the City's Senior Residents.

Portsmouth Senior Transportation Provided by **COAST** Monday to Friday from 6:00am to 6:00pm  
[www.coastbus.org](http://www.coastbus.org)  
Call TripLink at 603.834.6010 or email [triplink@communityrides.org](mailto:triplink@communityrides.org) or  
Call the Portsmouth Senior Activity Ctr at 603-610-4433 or email [bsullivan@cityofportsmouth.com](mailto:bsullivan@cityofportsmouth.com)




**2,755**  
Members



**70**  
Programs offered

Check out the [Senior Services Website](#) as well as the [Senior Activities Center Events Page](#) for more information!









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# Department of Public Works

## Highway Division

### News and Updates for FY2020

-  The Department of Public Works resurfaced 2.8 Miles of streets.
-  Construction was completed on the new Senior Activities Center in Summer of 2020 but opening was delayed due to the COVID-19 Pandemic.
-  [Rock Street Park](#) construction was completed with both safety and sustainability improvements.
-  The Shaw Building at [Prescott Park](#) received a new cedar shake roof.
-  The historic Liberty Pole in Prescott Park was repainted and the Eagle removed for restoration work.
-  The City continued its investment in the vital infrastructure of its streets and sidewalks.
  - In FY20 the Department of Public Works completed McDonough St Phase 4 (Hanover St) reconstruction, Market St Gateway Phase 2, Vaughn St Sewer replacement and paving, Wentworth St reconstruction, Whidden St reconstruction, Gosling Rd paving, Bow St sidewalk and paving, Parrott Ave lot paving, Bridge St sewer and water main replacement, Deer St water main replacement, and City Hall Parking Lot Paving.
  - As of the end of FY20 the DPW was also in the process of work on Maplewood Ave from Woodbury Ave to Cuts Ave reconstruction, Islington St Complete St from Bartlett to Route 1 Bypass, Market Street Gateway Phase 2, Corporate and International Drive paving at Pease, State and Middle St traffic signal replacement, Pleasant St area, Melcher St reconstruction, Livermore St reconstruction, Richmond St reconstruction, and Franklin St reconstruction.

## CITY INFRASTRUCTURE



**55** Adopt-A-Spot Gardens within the City

**80+** Acres of Greenspace



**2** Solar Panel Arrays

**355** Period LED Downtown Street Lights



**80** City Biodiesel Vehicles

**24** City Parks, Playgrounds, & Ballfields



Responded to **1,315** Click n' Fix Items

### Did you know that there are:

- **105** miles of city roads and
- **74** miles of City sidewalks in Portsmouth?



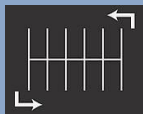
**1,503** Parking spaces in **2** City Parking Garages

- Foundry Garage - **600**
- Hanover Garage - **903**

**678** Metered Street Parking



**848** Parking Spaces in **12** City Parking Lots



**7** City Owned Free Lots with **639** Spaces



**3** Private Parking Lots (with City Agreements) offering **187** spaces.



**3**

Public Transit Options



**40,589** Parking Citations Written

**39** Bike Racks



## Parking and Transportation Division

### News and Updates for FY2020

- ✓ **Online Account Management for Monthly Parkers:** The Parking Division implemented new software that allows for Monthly parkers at the City's [Foundry](#) and [Hanover](#) Garages the ability to review account balances, make payments, and add or subtract parkers with contactless online convenience.
- ✓ **Downtown Employee Parking Program:** Employees of Portsmouth Downtown Businesses (with proof of current employment) may utilize the [Foundry Place Parking Garage](#) for just \$3 per parking session for up to 10 hours, representing a seventy-percent discount from the standard rates available to the public under the [Downtown Employee Parking Program](#).
- ✓ **Online Citation Appeals:** Deployed New Citation Management Software that fully supports contactless online citation appeals. Customers may review and address active citations associated with their vehicles.



# Water, Wastewater and Stormwater



## News and Updates for FY20

### Pease Tradeport

- Water Division - The City of Portsmouth began construction of an advance water treatment system to remove PFAS contaminants from [the Pease International Tradeport Drinking Water System's](#) wells. Cost of this project will be fully reimbursed by the U.S. Air Force.
- Sewer Division – The [Pease Wastewater Treatment Facility](#) has been undergoing upgrades to old equipment. In FY20 the new Headworks Building was completed which will house equipment that provides preliminary treatment to raw wastewater entering the facility. In FY20 staff also began a study of other facility upgrade needs.



### Newington Booster Station

Construction of a new booster pump station and tank aeration system located at the existing Newington Booster Station was completed in FY20, creating more efficient water pumps and treatment of Total Trihalomethanes from the water.

### Peirce Island Wastewater Treatment Upgrade

[Peirce Island Wastewater Treatment Facility \(WWTF\) upgrade project](#) continued in FY20 with the completion of Grit, Biological Aerated Filter, and the Solids Buildings. The Biological Treatment Process portion of the facility was started up in January of 2020 and was meeting compliance for secondary treatment by April 2020 and nitrogen removal by June 2020. Final work on the Operations/Lab Building will complete facility construction in early 2021.



### Infrastructure Work

The City continued its program to replace aging pipes in the water and sewer infrastructure systems. The total amount of piping that has been upgraded in these systems since 1990 include **43** miles of water and **22** miles of sewer.

### Water/Sewer Public Outreach

[Strawbery Banke Museum](#) joined the City of Portsmouth and four other seacoast communities in a collaborative study, the [Coastal Resilience Initiatives](#) showing the potential impacts from a Sea Level Rise in 2050 and 2100.

## Water Efficiency Rebate Program

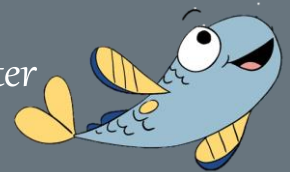
The City completed their fifth year of providing [water efficiency rebates](#) to qualifying water and sewer system customers. This first in New Hampshire program provides a rebate to customers for installing low flow toilets and high efficiency washing machines. Over 1,150 rebates have been issued as of the end of FY20.



## Water and Sewer Assistance Program

The City implemented two [Water and Sewer Assistance Programs](#) for residential home-owners or tenants serviced by the City's Water and Sewer Divisions which allow qualifying customers assistance with the payment of their water and sewer bills. Information regarding these programs can be found on the City's Website.

## Stormwater



In FY20 the City initiated a "Think Blue" campaign with public outreach and website updates promoting ways citizens can get involved to protect water quality.

To ensure compliance with the United States Environmental Protection Agency's (USEPA) new Municipal Separate Storm Sewer System (MS4) Permit, the City created a Stormwater Special Revenue Fund in FY18. The Stormwater Division performs routine maintenance of the City's stormwater infrastructure, catch basins and treatment systems.

A new street sweeper was purchased in FY20 to improve daily sweeping of all city streets. Personnel in the GIS Department, together with interns, actively inspected and updated maps of the system to assess compliance with stormwater requirements.

# Stay connected with the City of Portsmouth through your mobile phone, computer or television.

# Stay Connected

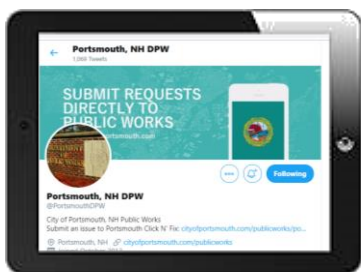
Download and use Portsmouth apps on your mobile devices:

- ✓ [Portsmouth Click n Fix](#) – Connect with the Public Works Department, send images and report issues such as potholes, broken signs, lights and more!
- ✓ [ParkMobile](#) – View parking amenities and pay for parking (as well as feed the meter) all from your cell phone.
- ✓ [Dockwa](#) – Find and reserve available Prescott Park dock spaces online.



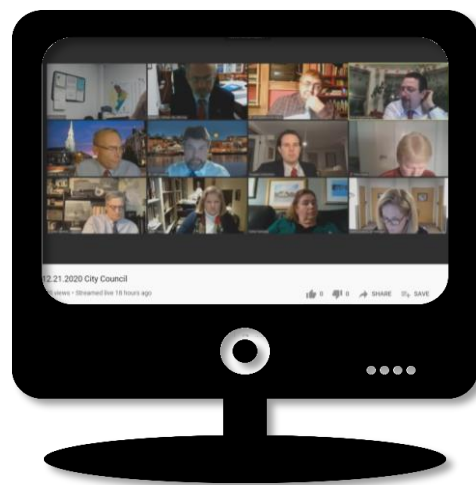
Follow City Departments on Twitter for up to date information on Citywide happenings (Road closures, recreation programs, Parking Garage statuses, snow bans and more):

- ✓ City of Portsmouth ([@MuniPortsmouth](#))
- ✓ Police Department ([@portsmouthnhpd](#))
- ✓ Fire Department ([@portsmouthnhfd](#))
- ✓ Downtown Parking ([@ParkPortsmouth](#))
- ✓ Public Works Department ([@PortsmouthDPW](#))
- ✓ Recreation Department ([@PortsmouthRec](#))
- ✓ Portsmouth Schools ([@portsschools](#))
- ✓ Planning Department ([@PlanPortsmouth](#))
- ✓ Portsmouth Public Library ([@PortsmouthLibNH](#))
- ✓ Portsmouth Combined Sewer Overflow Alert ([@PortsmouthCSOs](#))



Visit CityofPortsmouth.com to:

- ✓ Pay [your Parking Ticket](#), [Water/ Sewer Bill](#), [Property Tax Bill](#) and more;
- ✓ Renew [your Motor Vehicle Registration](#);
- ✓ Register or Renew your [Dog License](#);
- ✓ Report an issue to the Public Works Department through [Click N' Fix](#);
- ✓ Get a Permit online with [ViewPoint Cloud Permits](#);
- ✓ Utilize [Citywide Projects Pages](#) to find information on current roadway, pavement, facility or transportation projects;
- ✓ Research property values through the [Vision Software system](#);
- ✓ View 3D maps of the City through [MapGeo](#);
- ✓ Sign up for the [City's e-Newsletter](#);
- ✓ And much more!

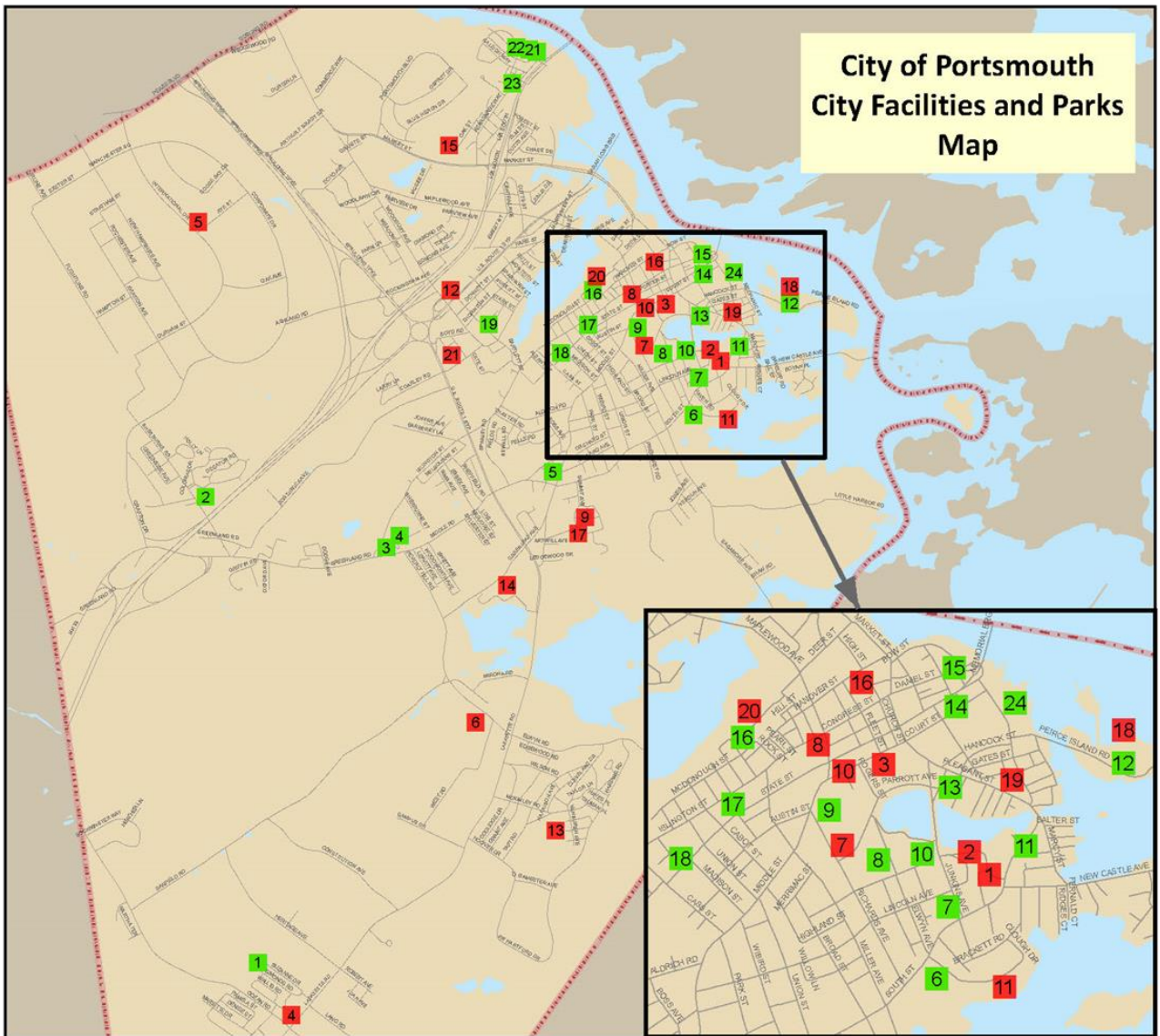


View live, recent or archived City Meetings on the [City's Youtube Channel](#) (<https://www.youtube.com/user/CityofPortsmouth>) as well as TV Channel 22.



# Citywide Facilities and Parks Map

## City of Portsmouth City Facilities and Parks Map



### CITY FACILITIES

1. City Hall
2. Police Department
3. Fire Station 1
4. Fire Station 2
5. Fire Station 3
6. Public Works
7. Library
8. Old Library
9. Portsmouth High School
10. Portsmouth Middle School
11. Little Harbour School
12. New Franklin School
13. Dondero School
14. Greenleaf Recreation Center
15. Spinnaker Point Recreation Center
16. High/Hanover Parking Facility
17. Portsmouth Indoor Swimming Pool
18. Peirce Island Pool
19. South Meeting House
20. Foundry Place Garage
21. Senior Activity Center

### CITY PARKS

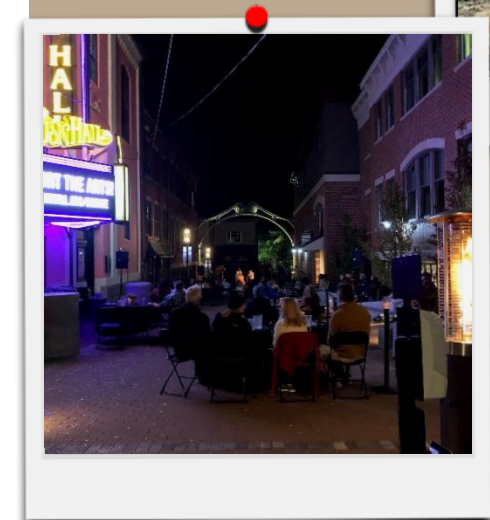
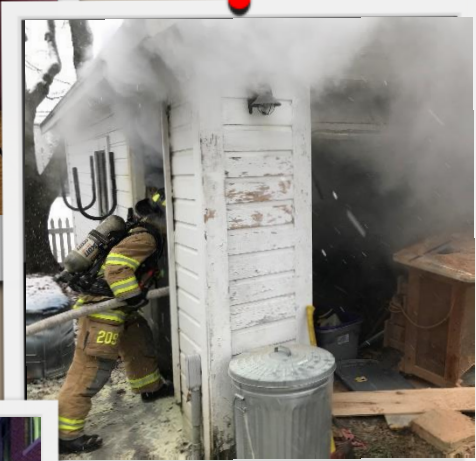
- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. Maple Haven Park</li> <li>2. Pannaway Playground</li> <li>3. Portsmouth Plains Field</li> <li>4. Portsmouth Plains Playground</li> <li>5. Lafayette Playground</li> <li>6. Clough Field</li> <li>7. Langdon Park</li> <li>8. Leary Field and Central L.L.</li> <li>9. Alumni Field</li> <li>10. South Mill Pond Playground</li> <li>11. South Street Playground</li> <li>12. Peirce Island Playground</li> <li>13. Haven Park</li> <li>14. Aldrich Park</li> <li>15. Daniel Street Pocket Park</li> <li>16. McDonough Street Playground</li> <li>17. Goodwin Park</li> <li>18. Cater Park</li> <li>19. Pine Street Playground</li> </ol> | <ol style="list-style-type: none"> <li>20. Hislop Field</li> <li>21. Atlantic Heights Playground</li> <li>22. Big Rock Park</li> <li>23. Hanscom Park</li> <li>24. Prescott Park</li> </ol> |
|--|---|





# Contact Us

Name/ Department		Telephone Number	Primary Location
Portsmouth City Hall (Switchboard)		<a href="tel:603-431-2000">603-431-2000</a>	Portsmouth City Hall 1 Junkins Ave Portsmouth, NH 03801
Mayor	Rick Becksted	<a href="tel:603-610-7200">603-610-7200</a>	Portsmouth City Hall
City Manager	Karen Conard	<a href="tel:603-610-7202">603-610-7202</a>	Portsmouth City Hall
Deputy City Manager	Nancy Colbert Puff	<a href="tel:603-610-7297">603-610-7297</a>	Portsmouth City Hall
Finance Department Director of Finance and Administration Judie Belanger		<a href="tel:603-610-7223">603-610-7223</a>	Portsmouth City Hall
Accounts Payable		<a href="tel:603-610-7236">603-610-7236</a>	
Purchasing		<a href="tel:603-610-7227">603-610-7227</a>	
Tax Collector: Nancy Bates		<a href="tel:603-610-7244">603-610-7244</a>	
City Assessor: Rosann Maurice-Lentz		<a href="tel:603-610-7249">603-610-7249</a>	
Portsmouth Public Works Director: Peter Rice Deputy Director: Brian Goetz		<a href="tel:603-427-1530">603-427-1530</a>	Public Works Building 680 Peverly Hill Road Portsmouth, NH 03801
Portsmouth Police Department Chief: Mark Newport		<b>Emergency – 911</b> Non Emergency <a href="tel:603-427-1500">603-427-1500</a>	Portsmouth Police Department 3 Junkins Avenue Portsmouth, NH 03801
Portsmouth Fire Department Chief: Todd Germain		<b>Emergency – 911</b> Non Emergency <a href="tel:603-427-1515">603-427-1515</a>	Portsmouth Fire Department – Station 1 170 Court Street Portsmouth, NH 03801
Portsmouth Public Library Director: Steven Butzel		<a href="tel:603-427-1540">603-427-1540</a>	Portsmouth Public Library 175 Parrott Avenue Portsmouth, NH 03801
Portsmouth School Department Superintendent: Steve Zdravec		<a href="tel:603-431-5080">603-431-5080</a>	Portsmouth School Department 1 Junkins Ave Portsmouth, NH 03801
City Clerk's Office City Clerk: Kelli Barnaby		<a href="tel:603-610-7245">603-610-7245</a>	Portsmouth City Hall
Health Department Health Officer: Kim McNamara		<a href="tel:603-610-7273">603-610-7273</a>	Portsmouth City Hall
Inspection Department Chief Building Inspector: Robert Marsilia		<a href="tel:603-610-7243">603-610-7243</a>	Portsmouth City Hall
Planning Department Planning Director: Juliet Walker		<a href="tel:603-610-7296">603-610-7296</a>	Portsmouth City Hall
Human Resources Human Resources Director: Kelly Harper		<a href="tel:603-610-7270">603-610-7270</a>	Portsmouth City Hall
Legal Department City Attorney: Robert P. Sullivan, Esq.		<a href="tel:603-610-7204">603-610-7204</a>	Portsmouth City Hall
Recreation Department		<a href="tel:603-766-1483">603-766-1483</a>	Spinnaker Point Recreation Center 30 Spinnaker Way Portsmouth, NH 03801
Senior Services Senior Services Coordinator: Brinn Sullivan		<a href="tel:603-610-4433">603-610-4433</a>	Portsmouth Senior Activity Center 125 Cottage Street Portsmouth, NH 03801
Welfare Case Technician: Ellen Tully		<a href="tel:603-610-7267">603-610-7267</a>	Portsmouth City Hall





**2020**

**Popular Annual Financial Report**  
Fiscal Year Ended June 30, 2020

[CityofPortsmouth.com](http://CityofPortsmouth.com)