CITY OF ROCHESTER

NOTICE of PUBLIC MEETING:

FINANCE COMMITTEE

Meeting Information

Date: **March 20, 2018**
Time: **6:30 P.M.**
Location: **City Council Chambers**
            31 Wakefield Street
            Rochester, New Hampshire

Agenda

1. **Call to Order**

2. **Public Input**

3. **Unfinished Business**

4. **New Business**

   4.1 All Veterans Tax Credit: Willis Correspondence (page 2)

   4.2 Tax Exemptions Clarification (page 4)

   4.3 Recreation Summer Hiring (page 5)

   4.4 IT Department Position Classifications (page 6)

       4.4.1   Systems Administrator – New Classification (page 10)

       4.4.2   IT Technicians – New Classification (page 14)

5. **Reports from Deputy City Manager/ Director of Finance & Administration**

   5.1 Monthly Financial Report (page 19)

6. **Other**

7. **Adjournment**

Agenda Item Name: All Veterans Tax Credit Correspondence

Date Submitted: March 7, 2018

Name of Person Submitting Item: Stacy Willis

E-mail Address:

Meeting Date Requested:

Issue Summary Statement:

-----Original Message-----

Message:

Greetings Mayor and City Councilors,

Please read my attached letter in regards to the Finance Committee recommendation on the Veteran's Tax Credit.

I feel very strongly about treating all Honorable Veteran's equally not just because I am married to one but because of the other family and friends in my my life that have served this country, risked their lives protecting and serving the United States in many different ways.

Thank you for your time.

Sincerely,

Stacy Willis

Recommended Action: None.

Stacy R. Willis
35 Shakespeare Road
Rochester, NH 03839-5433

March 5, 2018

Mayor Caroline McCarley
Members of the Rochester City Council
31 Wakefield Street
Rochester, NH 03867

RE: Agenda Item 10.4.3 regarding the proposed increase to the Veteran's Property Tax Credit from $250 to $300.

Dear Mayor McCarley and City Councilors:

In 2016, the New Hampshire Legislature passed and the Governor signed HB430, relative to allowing all cities and towns in New Hampshire adopt a property tax credit, which extends the current Veterans' property tax credit to ALL HONORABLY DISCHARGED veterans, not just those who happened to have been deployed in a conflict as described in RSA 72:28.

I believe that the legislature was correct in adopting HB430, which is now codified as RSA 72:28-b, making the tax credit available to ALL veterans who honorably served our country, regardless of where.   A soldier or sailor who volunteers to serve his/her country usually does not have a choice as to where he/she serves. It may be in the heat of battle in some far off land, or boarding a vessel that is suspected of transporting drugs, or even an ice breaker on a six-month deployment to the Antarctic, breaking ice so an international research station can receive supplies, or in the back of a Jayhawk helicopter ready to be lowered down onto the deck of a disabled US fishing boat bobbing in 20 foot seas in the Gulf of Alaska or the Gulf of Maine. The point is they all SERVED. They serve where they are needed and without questioning their superiors. Is it fair to treat these service members differently because of a job they were assigned to do?

Therefore, I would ask that you consider amending this authorization to increase the veteran's tax credit from $250 to $300 be extended to ALL honorably-discharged VETERANS, as authorized in RSA 72:28-b. I recognize that budgets are tough; but they are tough every year. You have important decisions to make. If you are uncomfortable with the ramifications of extending the tax credit to ALL honorably-served Rochester Veterans at this time, then I suggest that you remand this back to the Finance Committee for further study and providing an opportunity for my husband and I to address the Finance Committee at their meeting next week.

I ask for your consideration to treat all honorable service members fairly by providing them equal rights to the tax credit.

Respectfully,

Stacy R. Willis

FINANCE COMMITTEE
Agenda Item

Agenda Item Name: Tax Exemptions Clarification

Date Submitted: March 12, 2018

Name of Person Submitting Item: Chief Assessor Rice

E-mail Address: jonathan.rice@rochesternh.net

Meeting Date Requested: March 20, 2018

Issue Summary Statement:

TO: **BLAINE COX, DEPUTY CITY MANAGER / DIRECTOR OF FINANCE**

FROM: **JONATHAN RICE, CHIEF ASSESSOR**

DATE: March 12, 2018

SUBJECT: Clarification of Council's Approval for Increases to the Elderly Exemption

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I noticed in the February 13, 2018 Finance Committee meeting minutes and at the following March 6, 2018 Council Meeting that the discussion and approval for an increase to the income, assets and exemption amounts were specific to Elderly Exemptions. Typically, when these exemptions are adjusted it includes <u>all</u> exemptions types; currently the City has adopted the Disabled, Blind, and Elderly Exemptions.

Would you please clarify the intent of the increase to the limits as to whether it pertains to <u>all</u> of the adopted exemptions or specifically to Elderly Exemptions only?

Recommended Action: Provide clarification.

FINANCE COMMITTEE
Agenda Item

Agenda Item Name: Recreation Department Summer Hiring

Date Submitted: March 8, 2018

Name of Person Submitting Item: Recreation & Arena Director Bowlen

E-mail Address: chris.bowlen@rochesternh.net

Meeting Date Requested: March 13, 2018

Issue Summary Statement:

As in past years, Recreation Director Bowlen is seeking permission to begin his summer staff hiring process prior to the adoption of the next fiscal year's budget.

Recommended Action: Permit the summer hiring process for Recreation to begin.

FINANCE COMMITTEE
Agenda Item

Agenda Item Name: IT Department Position Classifications

Date Submitted: March 8, 2018

Name of Person Submitting Item: City Manager Fitzpatrick

E-mail Address: https://www.rochesternh.net/users/dfitzpatrick/contact

Meeting Date Requested: March 13, 2018

Issue Summary Statement:

The City Manager recommends the IT position upgrades outlined below:

1.   The Chief Information Officer and Human Resources Manager have concluded we need a market adjustment to the pay range for the IT Tech positions. Specific individuals would not be given a salary increase; however, the ceiling of the range would be raised providing a new maximum for the employees in these positions. The City currently has 3 "IS Technician" positions.

2.   The Chief Information Officer is recommending altering the position description currently held by the Systems Supervisor. The new position would have the supervisory aspects removed, the responsibilities updated to reflect current technologies & functions and the title changed to Systems Administrator. Compared to the current Systems Supervisor position at a RMMG pay grade 12 at $63k-$85k salary, the new Systems Administrator position would be a non-union pay grade 12 at a slightly reduced $59k-$80k salary range.

3.   In conjunction with #2 above, the Chief Information Officer is recommending converting one of the IS Tech positions to the new Systems Admin position and moving a current IT Technician employee into the new position. This would result in two Systems Administrators and two IS Techs. The result would be the same number of IT

personnel, however, one position's salary range would change from $39k-$52k up to $59k-$80k. This employee would get a salary increase.

The salary range adjustment proposed for the IT Tech positions can be made by the City Manager without Council consent.

The creation of the new Systems Administrator position needs Council approval & funding needs to be identified. The City Manager will propose to make the funding for the creation of System Administrator position a part of his FY2019 CM Budget proposal to Council.

1. Current staffing –

(1 FTE) Systems Supervisor – Rochester Municipal Manager's Group (RMMG)

(3 FTE's) IS Technician – Rochester Municipal Employees Association (RMEA)

2. Proposed staffing –

(2 FTE's) Systems Administrator – new classification

(2 FTE's) IT Technicians – new classification

The new classifications and proposed pay grades have been presented to and approved by the Personnel Advisory Board (PAB). The City Manager now recommends approval by the City Council.   Once approved, the classifications become part of the City's Non-Union "merit plan."

As part of the reorganization, the City Manager is proposing an upgrade of the IT Technician position from the current pay range of $18.79 - 25.19 to pay range $22.87 to 30.65. This is a result of a review of the amended job description and a market study that clearly proved we are behind the market. Specific individuals would not be given a salary increase; however, the ceiling of the range would be raised providing a new maximum for the folks in these positions.

 The Systems Administrator position moves to a slightly reduced pay range.

The reclassification of the Systems Supervisor position removes all supervisory responsibility for one employee.   Therefore, the City Manager proposes that when the two new classifications are approved, the City and the Union jointly file a modification petition with the PELRB to include the Systems Administrator and the IT Technician to the bargaining unit.

<u>Recommended Action:</u>   Submission to the full City Council for consideration.

Personnel Advisory Board
January 24, 2018 - 4:00PM
City Hall Conference Room

Members present:
Joanne Sylvain
David Dubois
Thomas J. Jean

Others Present:
Diane Hoyt, Human Resource Manager
Blaine Cox, Deputy City Manager

Review of new classifications
1. Systems Administrator ó David Dubois **moved** to recommend pay grade 12. Joanne Sylvain **seconded** the motion. The **motion carried** by a unanimous vote.
2. IT Technician ó David Dubois **moved** to recommend pay grade 9. Thomas J. Jean **seconded** the motion. The **motion carried** by a unanimous vote.

Meet adjourned at 4:30PM.

Personnel Advisory Board
January 24, 2018 - 4:00PM
City Hall Conference Room

Members present:
Joanne Sylvain
David Dubois
Thomas J. Jean

Others Present:
Diane Hoyt, Human Resource Manager
Blaine Cox, Deputy City Manager

Review of new classifications
1. Systems Administrator ó David Dubois **moved** to recommend pay grade 12. Joanne Sylvain **seconded** the motion. The **motion carried** by a unanimous vote.
2. IT Technician ó David Dubois **moved** to recommend pay grade 9. Thomas J. Jean **seconded** the motion. The **motion carried** by a unanimous vote.

Meet adjourned at 4:30PM.

SYSTEMS ADMINISTRATOR

Statement of Duties

Assume primary responsibility for the design, selection, deployment, integration, support and maintenance of information systems infrastructure for all City departments. Assess needs, conduct analysis, make recommendations and implement improvements regarding information technology for the City departments. Responsible for the security of departmental information technology. City information systems infrastructure include LAN and WAN network, client/server applications, cloud based solutions, database systems, server and desktop operating systems and platforms, and telephone system.

Works to anticipate, meet and exceed City technology services expectations in a positive and professional manner.

Supervision

Work is performed under the administrative and policy direction of the CIO, performing most work with a high degree of independence. The employee has personal responsibility for insuring efficient, cost effective and secure administration of the City's information technology. There is considerable latitude for independent judgement and action in making day-to-day administrative decisions within the area of assigned responsibility.

Job Environment

Work is performed under typical office conditions; may be required to attend evening meetings and work outside of normal business hours.

Work at this level requires extensive breadth and intensity of effort to be exerted, usually interconnecting highly technical factors requiring a high level of technical expertise and organizational skills and extensive knowledge of computer hardware and software platforms and solutions. System changes identified by departmental officials need to be analyzed, evaluated and prioritized. Work also consists of varied work assignments, some of which involve non-standardized tasks, procedures and techniques, requiring evaluation and analysis on the part of the incumbent. Problem solving may require considerable effort on occasion. The incumbent's ability to perform work effectively significantly impacts the work performance of all City employees.

Incumbent has access to confidential information, such as bid proposals, contracts, personnel files, and other sensitive data.

Errors could result in delay or loss of service, monetary loss, and legal repercussions.

Essential Functions

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Research current technologies to make knowledgeable suggestions to the CIO for the purchase of new hardware and software solutions to meet City needs.
- Work as a team member in the IT services group which includes the CIO, two Systems Administrator, two IT technicians and a GIS Technician. Ensure that City technology needs are met.
- Maintain documentation to support the ongoing business continuity and cross training of information technology staff. Produce reports as requested and as needed. Evaluate business continuity and support enhancement of business processes with City departments.
- Recommend to the CIO escalation to contracted vendors in support of City services as needed to maintain excellence in services.
- Provide on-call support for Emergency Services information technology as needed.
- Provide helpdesk support to City staff, including escalated cases from IT Technicians.
- Maintain awareness of information systems developments through professional reading and participation in appropriate meetings, workshops, and conferences.
- Attend training classes and seminars to stay abreast of current computer and telephone technology. Read manuals, periodicals, and technical reports to learn ways to achieve solutions that meet user requirements.
- Participate in the prioritization of projects and IT ticketing requests. Refer specific problems or concerns to the CIO where clarification of department policies and procedures may be required.
- Server administration
  o Design, install, maintain and troubleshoot server infrastructure as needed to support City technology needs. Utilize automated tools where available and practical for efficiency, scalability and manageability. Keep servers updated to industry best practice standards.
  o Establish and maintain users, user environment, directories, and security. Assign passwords and monitor system performance and access.
  o Install, maintain and support information security solutions such as virus and malware prevention, detection, protection and monitoring systems.
  o Design, install, maintain and troubleshoot the virtual server environment. Use various administration and monitoring tools and resources to keep servers online and up to date.
  o Maintain database and file servers to ensure availability and integrity. Support underlying database architectures including Microsoft SQL, Pervasive, and Microsoft Access.
- Network administration

- o Design, install, maintain and troubleshoot network hardware including cabling plant, firewall, routers, switches, and wireless access points to support City network equipment including computers, phones, cameras, security devices, attendance, printers and HVAC equipment. Utilize automated tools where available and practical for efficiency, scalability and manageability. Keep equipment updated to industry best practice standards.
  - o Manage WAN and LAN connections including fiber connections between buildings and external connections including Internet and phone services. Troubleshoot as needed to maintain network availability. Maintain and enhance connectivity to the School network.
  - o Configure devices to maintain information security for City data.
- Phone administration
  - o Maintain working knowledge of the current phone system; execute user moves, adds, and changes within the system; and configure phones, voicemail and paging solutions.
- Web services administration
  - o Procure, manage, maintain and troubleshoot domain name registration, public DNS configurations, and other website specific technologies.
  - o Support web services purchased by the City.
- Security administration
  - o Support all required compliance requirements to support City services including PCI, Criminal Justice Information Services, and financial auditing.
  - o Support information security and business continuity efforts including risk assessment, disaster recovery, and backup.
- Other duties as may be assigned.

Recommended Minimum Qualifications

Education and Experience
Bachelorøs degree (B.S.) in Computer Science or closely related field plus five yearsø experience with computer networks, large information systems, and desktop support services, preferably in a municipal setting; or an equivalent combination of education and experience.

Knowledge, Skills and Abilities
Basic knowledge of network protocols and standard word processing, spreadsheet, and database management products required. The ideal candidate will have experience with VMWare, storage arrays, GIS, Microsoft Windows, website management, TCP/IP networks, helpdesk support, and relational database solutions. Working knowledge of the organization and operation of City departments. Knowledge of computer applications and their uses in local government.

Physical and Mental Requirements
The incumbent works in an office setting and is required to stand, sit, reach with hands and arms, use hands, climb or balance, walk up to $1/3^{rd}$ of the time; and talk and listen/hear more

than 2/3rd of the time. Incumbent occasionally lifts up to 10 pounds, and seldom lifts up to 30 pounds. Work can be stressful at times and involve the threat of personal injury. Normal vision is required for reading. Equipment operated includes office machines, automobile, and computers.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirement of the job change.

IT Technician

Statement of Duties

Assume primary responsibility for the design, selection, deployment, integration, support and maintenance of information systems end user systems and application support for all City departments. Assess needs, conduct analysis, make recommendations and implement improvements regarding information technology for the City departments. Responsible for the security of departmental information technology. Assists with City web page content updating and maintenance, and supports the work of staff and vendors developing other sites for the City. Analyzes needs and delivers or assists with access to training; and work with departmental staff to plan and implement new or improved services and applications. First point of contact for equipment failure of IT related devices; all other related work as required. City information systems end user systems include desktop and laptop computers, printers, and peripheral devices.

Works to anticipate, meet and exceed customer service expectations in a positive and professional manner.

Supervision

Work is performed under the administrative and policy direction of the CIO, performing most work with a high degree of independence. The employee has personal responsibility for insuring efficient, cost effective and secure administration of the City's information technology. There is considerable latitude for independent judgement and action in making day-to-day administrative decisions within the area of assigned responsibility.

Job Environment

Work is performed under typical office conditions; may be required to attend evening meetings and work outside of normal business hours.

Work at this level requires extensive breadth and intensity of effort to be exerted, usually interconnecting highly technical factors requiring a high level of technical expertise and organizational skills and extensive knowledge of computer hardware and software platforms and solutions. System changes identified by departmental officials need to be analyzed, evaluated and prioritized. Work also consists of varied work assignments, some of which involve non-standardized tasks, procedures and techniques, requiring evaluation and analysis on the part of the incumbent. Problem solving may require considerable effort on occasion. The incumbent's ability to perform work effectively significantly impacts the work performance of all City employees.

Incumbent has access to confidential information, such as bid proposals, contracts, personnel files, and other sensitive data.

Errors could result in delay or loss of service, monetary loss, and legal repercussions.

Essential Functions

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Work as a team member in the IT services group which includes the CIO, two Systems Administrator, two IT technicians and a GIS Technician. Ensure that City technology needs are met.
- Maintain documentation to support the ongoing business continuity and cross training of information technology staff. Produce reports as requested and as needed. Evaluate business continuity and support enhancement of business processes with City departments.
- Provide on-call support for Emergency Services information technology as needed.
- Provide helpdesk support to City staff; escalate cases as needed to provide solutions to issues with City services. Recommend to the CIO escalation to contracted vendors as needed.
- Maintain awareness of information systems developments through professional reading and participation in appropriate meetings, workshops, and conferences.
- Attend training classes and seminars to stay abreast of current computer and telephone technology. Read manuals, periodicals, and technical reports to learn ways to achieve solutions that meet user requirements.
- Participate in the prioritization of projects and IT ticketing requests. Refer specific problems or concerns to the CIO where clarification of department policies and procedures may be required.
- Desktop support services
  - Research, recommend, purchase, deploy and inventory new software programs, computers, peripherals and telephone equipment. Retrieve, store and dispose of replaced systems in accordance with City policy.
  - Provide technical support for software applications, desktop and notebook computers, peripheral equipment and telephone equipment as necessary and upon user requests for support.
  - Support City staff with the operational use of the Microsoft Office Professional suite and Microsoft Windows operating systems, and support various other database applications, reporting tools, and other applications. Assess training needs, and assist with providing that training using the most efficient means available which could include 1:1 training and group training by IT staff, referring staff to available online or local training programs, or procuring training resources.
  - Implement organizational plans for computer hardware and software security.
  - Document standard support operations and solutions in departmental knowledge base.

- o Install, configure and inventory desktop software applications and upgrades, and test and install available software patches.
  - o Install and maintain security, anti-virus, spyware, adware and other applications as necessary to protect the long term viability of city computer systems.
  - o Provide support as needed in managing and responding to Helpdesk requests for technical assistance. Generates reports as requested or as needed to provide excellence in customer service.
- Phone support services
  - o Maintain working knowledge of the current phone system. Assist users with malfunctioning devices and common functions of the phone system including call management and voicemail service.
- Web services
  - o Maintain working knowledge of content and user management of the City's website.
- Other duties as may be assigned.

Recommended Minimum Qualifications

Education and Experience
Associate's (AS) Degree in a field related to information technology plus three to five years' experience with desktop support services, preferably in a municipal setting; or an equivalent combination of education and experience.

Knowledge, Skills and Abilities
Basic knowledge of network protocols and standard word processing, spreadsheet, and database management products required. The ideal candidate will have experience with Microsoft Windows, basic website content editing, TCP/IP networks, and helpdesk support. Working knowledge of the organization and operation of City departments. Knowledge of computer applications and their uses in local government.

Physical and Mental Requirements

The incumbent works in an office setting and is required to stand, sit, reach with hands and arms, use hands, climb or balance, walk up to $1/3^{rd}$ of the time; and talk and listen/hear more than $2/3^{rd}$ of the time. Incumbent occasionally lifts up to 10 pounds, and seldom lifts up to 30 pounds. Work can be stressful at times and involve the threat of personal injury. Normal vision is required for reading. Equipment operated includes office machines, automobile, and computers.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirement of the job change.

Non Union Classification Schedule

Grade	Position Title
1	Library Page
2	No positions in this grade.
3	Custodian (part-time)
4	Legal Assistant I
5	Lead Custodian (inactive position)
6	Legal Assistant II
6	Victim/Witness Advocate
7	Financial Analyst (inactive position)
7	Payroll/Human Resource Specialist
8	Executive Secretary
8	Senior Planner
9	IT Technician
9	Accountant I
9	Executive Assistant
9	GIS/Asset Management Technician
10	Senior Executive Assistant
11	DPW Operations Manager (inactive position)
12	Systems Administrator
13	Lieutenant Prosecutor
13	Police Lieutenant
13	Police Prosecuting Attorney
14	Human Resource Manager
14	Deputy Finance Director/Deputy Treasurer
14	Police Captain
15	Deputy City Attorney
16	Chief Information Officer (CIO)
16	Deputy Police Chief
17	Director of Finance (inactive position)
18	Fire Chief
18	Chief of Police
18	City Attorney
18	Deputy City Manager - Community Development (inactive)
18	Deputy City Manager - Finance & Administration
18	Director of City Services
19	No positions in this grade

Non-Union Pay Plan

Full and Part-time regular employees

Grade	FY18 Min	FY18 Max	FY18 Annual Min	FY18 Annual Max
1	10.27	13.81	21,360.33	28,717.78
2	13.35	17.94	27,768.43	37,305.06
3	14.42	19.38	29,990.76	40,304.14
4	15.57	20.92	32,385.71	43,518.97
5	16.81	22.60	34,974.84	47,014.30
6	18.16	24.43	37,779.73	50,811.69
7	19.62	26.37	40,800.39	54,846.42
8	21.18	28.46	44,058.37	59,204.79
9	22.87	30.73	47,575.28	63,908.38
10	24.70	33.18	51,372.67	69,021.91
11	26.67	35.84	55,472.13	74,545.39
12	28.81	38.71	59,916.80	80,521.97
13	31.11	41.79	64,706.69	86,930.06
14	33.60	45.14	69,884.95	93,899.14
15	36.29	48.76	75,473.16	101,429.20
16	39.19	52.66	81,513.43	109,541.81
17	42.32	56.89	88,030.45	118,323.28
18	45.70	61.41	95,064.25	127,730.45
19	49.32	66.33	102,659.03	137,957.52

FINANCE COMMITTEE
Agenda Item

Agenda Item Name: Monthly Financial Statements Summary – as of February 28, 2018.

For the full detail report, click here: February 2018 Financial Detail Report

Revenues Summary – General Fund, Enterprise Funds

ACCOUNT DESCRIPTION	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
11011 ECONOMIC DEVELOPMENT REV	$ -	$ 275.00	$ (275.00)	100.0
11031 CITY CLERK REVENUE	$ 105,320.00	$ 64,536.55	$ 40,783.45	61.3
11051 ASSESSORS REVENUES	$ -	$ 204.50	$ (204.50)	100.0
11061 BUSINESS OFFICE REVENUE	$ 55,000.00	$ 174,719.86	$ (119,719.86)	317.7
11062 BUSINESS OFFICE REVENUE	$ 1,000.00	$ 20.00	$ 980.00	2.0
11071 TAX COLLECTOR REVENUE	$ 30,655,252.00	$ 31,454,291.61	$ (799,039.61)	102.6
11072 TAX COLLECTOR REVENUE	$ 1,919.00	$ -	$ 1,919.00	0.0
11081 GENERAL OVERHEAD REVENUE	$ 4,633,359.00	$ 2,691,296.31	$ 1,942,062.69	58.1
11082 GENERAL OVERHEAD REVENUE	$ 1,547,810.00	$ 1,547,810.30	$ (0.30)	100.0
11091 PUBLIC BLDGS REVENUE	$ -	$ 269.25	$ (269.25)	100.0
11101 PLANNING	$ 16,250.00	$ 23,583.45	$ (7,333.45)	145.1
11201 REV LEGAL OFFICE	$ 50,000.00	$ 33,457.34	$ 16,542.66	66.9
12011 POLICE CITY REVENUE	$ 287,139.00	$ 190,887.73	$ 96,251.27	66.5
12021 FIRE CITY REVENUE	$ 18,350.00	$ 6,566.71	$ 11,783.29	35.8
12022 FIRE STATE REVENUE	$ 26,197.00	$ -	$ 26,197.00	0.0
12031 DISPATCH CENTER	$ 60,290.00	$ 60,289.44	$ 0.56	100.0
12041 CODE ENFORCEMENT REVENUE	$ 393,110.00	$ 289,653.45	$ 103,456.55	73.7
13011 PUBLIC WORKS REVENUE	$ 41,250.00	$ 22,710.71	$ 18,539.29	55.1
13012 STATE HIGHWAY SUBSIDY	$ 627,145.00	$ 501,716.38	$ 125,428.62	80.0
14011 WELFARE REVENUE	$ 6,500.00	$ 362.09	$ 6,137.91	5.6
14021 RECREATION REVENUE	$ 128,000.00	$ 106,305.81	$ 21,694.19	83.1
14031 LIBRARY REVENUE	$ 16,290.00	$ 7,701.51	$ 8,588.49	47.3
1000 GENERAL FUND	$ 38,670,181.00	$ 37,176,658.00	$ 1,493,523.00	96.1

ACCOUNT DESCRIPTION	REVISED ESTIM REV	ACTUAL YTD REVENUE	REMAINING REVENUE	% COLL
5001 WATER ENTERPRISE FUND	$ 6,177,568.00	$ 2,155,933.09	$ 4,021,634.91	34.9
5002 SEWER ENTERPRISE FUND	$ 8,057,073.00	$ 2,688,992.81	$ 5,368,080.19	33.4
5003 ARENA ENTERPRISE FUND	$ 601,492.00	$ 318,645.55	$ 282,846.45	53.0

Note: Water and Sewer Fund Revenues Collected appear to fall short by one quarter each fiscal year until final quarterly billings are posted in September of the following fiscal year.

Expenditures – General Fund, Enterprise Funds

ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
11000051 CITY MANAGER	$ 443,619.00	$ 268,939.56	$ 34,862.51	$ 139,816.93	68.50
11012351 ECONOMIC DEVELOPMENT	$ 478,569.00	$ 324,591.79	$ 17,427.03	$ 136,550.18	71.50
11020050 MUNICIPAL INFORMATION	$ 605,662.00	$ 352,366.78	$ 41,733.16	$ 211,562.06	65.10
11030051 CITY CLERK	$ 298,925.00	$ 194,185.26	$ 37,040.02	$ 67,699.72	77.40
11040050 ELECTIONS	$ 32,519.00	$ 22,331.12	$ 732.49	$ 9,455.39	70.90
11050070 ASSESSORS	$ 443,600.00	$ 288,127.46	$ 23,656.62	$ 131,815.92	70.30
11060051 BUSINESS OFFICE	$ 526,898.00	$ 353,550.42	$ 2,766.59	$ 170,580.99	67.60
11063151 HUMAN RESOURCES	$ 163,882.00	$ 94,556.29	$ 3,320.49	$ 66,005.22	59.70
11070070 TAX COLLECTOR	$ 349,555.00	$ 225,760.93	$ 5,275.50	$ 118,518.57	66.10
11080050 GENERAL OVERHEAD	$ 796,958.00	$ 341,987.94	$ 125,733.96	$ 329,236.10	58.70
11090050 PB CITY WIDE 50	$ 639,638.95	$ 402,820.76	$ 14,368.69	$ 222,449.50	65.20
11090051 PB CITY HALL 51	$ 59,698.24	$ 42,515.56	$ 9,565.02	$ 7,617.66	87.20
11090052 PB OPERA HOUSE 52	$ 40,724.00	$ 29,217.15	$ 1,918.60	$ 9,588.25	76.50
11090054 PB CENTRAL FIRE 54	$ 10,228.54	$ 5,637.01	$ 2,474.60	$ 2,116.93	79.30
11090055 PB GONIC FIRE 55	$ 9,643.73	$ 5,331.93	$ 2,102.62	$ 2,209.18	77.10
11090056 PB LIBRARY 56	$ 19,303.00	$ 13,275.27	$ 5,401.67	$ 626.06	96.80
11090057 PB DPW GARAGE 57	$ 11,144.01	$ 8,343.64	$ 2,661.76	$ 138.61	98.80
11090059 PB ER FIRE STATION 59	$ 750.00	$ 166.97	$ -	$ 583.03	22.30
11090061 PB HISTORICAL MUSEUM	$ 1,600.00	$ 691.00	$ 650.00	$ 259.00	83.80
11090063 PB HANSON POOL 63	$ 5,005.00	$ 958.51	$ -	$ 4,046.49	19.20
11090064 PB GONIC POOL 64	$ 7,380.00	$ 559.00	$ 4,500.00	$ 2,321.00	68.60
11090065 PB EAST ROCHESTER POO	$ 2,650.00	$ 459.39	$ -	$ 2,190.61	17.30
11090068 PB GROUNDS 68	$ 7,460.00	$ 3,042.38	$ 543.00	$ 3,874.62	48.10
11090069 PB DOWNTOWN 69	$ 17,000.00	$ 8,838.96	$ 679.50	$ 7,481.54	56.00
11090070 PB REVENUE BUILDING 7	$ 21,149.71	$ 12,155.81	$ 3,001.58	$ 5,992.32	71.70
11090071 PB PLAYGROUNDS 71	$ 1,590.00	$ 720.84	$ 16.97	$ 852.19	46.40
11090075 PB NEW POLICE STATION	$ 21,242.21	$ 12,432.08	$ 3,752.20	$ 5,057.93	76.20
11090077 PB OLD POLICE STATION	$ 35,592.61	$ 18,609.07	$ 2,432.78	$ 14,550.76	59.10
11102051 PLANNING	$ 382,398.00	$ 236,840.49	$ 8,911.39	$ 136,646.12	64.30
11200051 LEGAL OFFICE	$ 561,345.00	$ 320,152.21	$ 3,130.86	$ 238,061.93	57.60
12010053 PD ADMINISTRATIVE SER	$ 1,902,607.00	$ 1,241,330.54	$ 25,381.45	$ 635,895.01	66.60
12012453 PD PATROL SERVICES	$ 4,754,353.57	$ 2,964,375.50	$ -	$ 1,789,978.07	62.40
12012553 PD SUPPORT SERVICES	$ 415,523.00	$ 256,382.20	$ -	$ 159,140.80	61.70
12020054 FIRE DEPARTMENT	$ 4,305,391.00	$ 2,891,852.35	$ 32,393.56	$ 1,381,145.09	67.90
12020055 FIRE DEPT 55 GONIC SU	$ 28,556.00	$ 10,988.78	$ -	$ 17,567.22	38.50
12020754 CALL FIRE	$ 31,082.00	$ 7,301.43	$ -	$ 23,780.57	23.50
12023354 EMERGENCY MANAGEMENT	$ 26,197.00	$ -	$ -	$ 26,197.00	0.00
12030153 DISPATCH CENTER	$ 752,814.00	$ 474,228.97	$ 7,329.48	$ 271,255.55	64.00
12040051 CODE ENFORCEMENT	$ 579,216.00	$ 392,723.04	$ 1,894.27	$ 184,598.69	68.10
12050050 AMBULANCE	$ 57,945.00	$ 28,603.32	$ 29,341.68	$ -	100.00
13010057 PUBLIC WORKS	$ 2,083,684.00	$ 1,282,499.91	$ 225,058.90	$ 576,125.19	72.40
13010957 WINTER MAINTENANCE	$ 476,806.00	$ 409,845.22	$ 22,355.00	$ 44,605.78	90.60
13020050 CITY LIGHTS	$ 239,000.00	$ 95,527.81	$ 540.00	$ 142,932.19	40.20
14010051 WELFARE	$ 467,177.00	$ 274,586.66	$ 9,546.06	$ 183,044.28	60.80
14022072 RECREATION ADMINISTRA	$ 608,545.00	$ 381,084.04	$ 10,522.69	$ 216,938.27	64.40
14022150 RECREATION PLAYGROUND	$ 86,237.92	$ 75,176.31	$ 134.18	$ 10,927.43	87.30
14022250 RECREATION POOLS	$ 81,479.08	$ 64,300.95	$ 292.50	$ 16,885.63	79.30
14030056 LIBRARY	$ 1,203,985.00	$ 790,437.36	$ 19,254.10	$ 394,293.54	67.30
15000051 COUNTY TAX	$ 6,370,876.00	$ 6,370,876.00	$ -	$ -	100.00
17010051 TRANSFERS/PAYMENTS DE	$ 4,090,020.00	$ 3,978,579.06	$ -	$ 111,440.94	97.30
17030050 OVERLAY	$ 232,630.00	$ 47,928.45	$ -	$ 184,701.55	20.60
17040051 TRANSFER TO CIP & OTH	$ 3,420,326.43	$ 3,420,326.43	$ -	$ -	100.00
1000 GENERAL FUND	$ 38,210,181.00	$ 29,048,119.91	$ 742,703.48	$ 8,419,357.61	78.00

ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5001 WATER ENTERPRISE FUND	$ 6,177,568.00	$ 3,913,763.70	$ 134,109.52	$ 2,129,694.78	65.50
5002 SEWER ENTERPRISE FUND	$ 8,057,073.00	$ 4,988,181.38	$ 108,842.18	$ 2,960,049.44	63.30
5003 ARENA ENTERPRISE FUND	$ 601,492.00	$ 373,857.57	$ 10,123.40	$ 217,511.03	63.80