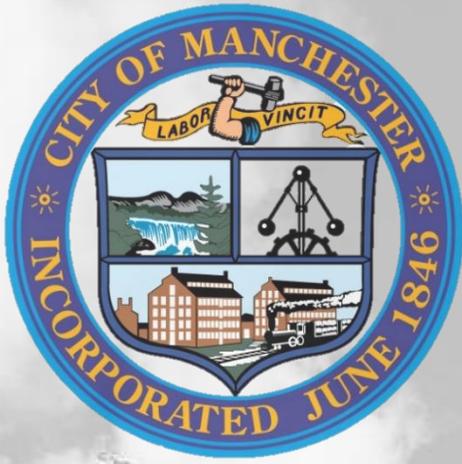


March 28, 2024



MAYOR JAY RUAIS

FISCAL YEAR 2025

BUDGET PROPOSAL

Jay P. Ruais
Mayor



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Manchester, NH 03101
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CITY OF MANCHESTER
Office of the Mayor
MAYOR’S BUDGET

Fiscal Year 2025 Budget Proposal
March 28, 2024

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	FY 2024 DRA Tax Rate		Change- 2024 DRA tax rate vs 2025 Estimated Budget		FY 2025 Estimated Budget	
	Expenditures	Revenues	Expenditures	Revenues	Expenditures	Revenues
DEPARTMENTS						
ALDERMEN	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000	\$ -
ASSESSORS	\$ 819,053	\$ 989,600	\$ 36,216	\$ 54,344	\$ 855,269	\$ 1,043,944
CITY CLERK	\$ 1,177,695	\$ 2,450,790	\$ 31,795	\$ (344,020)	\$ 1,209,490	\$ 2,106,770
CITY SOLICITOR	\$ 1,939,189	\$ 597,138	\$ 80,914	\$ (70,000)	\$ 2,020,103	\$ 527,138
ECONOMIC DEVELOPMENT	\$ 175,907	\$ -	\$ 15,818	\$ 400	\$ 191,725	\$ 400
FINANCE DEPARTMENT	\$ 1,181,504	\$ 12,904,422	\$ 65,004	\$ (210,701)	\$ 1,246,508	\$ 12,693,721
INFORMATION SYSTEMS	\$ 2,159,332	\$ 205,000	\$ 64,054	\$ 10,000	\$ 2,223,386	\$ 215,000
MAYOR	\$ 278,859	\$ -	\$ 20,000	\$ -	\$ 298,859	\$ -
YOUTH SERVICES	\$ 643,212	\$ -	\$ 16,230	\$ -	\$ 659,442	\$ -
HUMAN RESOURCES	\$ 783,725	\$ -	\$ 31,771	\$ -	\$ 815,496	\$ -
PLANNING & COMMUNITY DEVELOPMENT	\$ 2,443,437	\$ 3,436,000	\$ 104,827	\$ (104,600)	\$ 2,548,264	\$ 3,331,400
TAX COLLECTOR	\$ 777,253	\$ 23,488,942	\$ 43,947	\$ 50,000	\$ 821,200	\$ 23,538,942
FIRE DEPARTMENT	\$ 24,341,147	\$ 966,970	\$ 1,225,823	\$ 141,476	\$ 25,566,970	\$ 1,108,446
POLICE DEPARTMENT	\$ 31,263,691	\$ 423,850	\$ 902,416	\$ 21,000	\$ 32,166,107	\$ 444,850
POLICE DEPARTMENT - CHARGEBACKS	\$ -	\$ 763,165	\$ -	\$ 34,593	\$ -	\$ 797,758
HEALTH DEPARTMENT - CITY	\$ 2,033,170	\$ 229,750	\$ 110,686	\$ (2,250)	\$ 2,143,856	\$ 227,500
HOUSING STABILITY	\$ 1,150	\$ -	\$ 1,050	\$ -	\$ 2,200	\$ -
PUBLIC WORKS	\$ 33,323,820	\$ 15,558,633	\$ 564,002	\$ 579,131	\$ 33,887,822	\$ 16,137,764
WELFARE DEPARTMENT	\$ 1,033,487	\$ 18,000	\$ 96,834	\$ 7,000	\$ 1,130,321	\$ 25,000
LIBRARY	\$ 2,353,341	\$ -	\$ 107,874	\$ -	\$ 2,461,215	\$ -
CENTRAL FLEET MANAGEMENT	\$ 3,807,550	\$ 45,000	\$ 103,353	\$ -	\$ 3,910,903	\$ 45,000
SUB-TOTAL DEPARTMENTS:	\$ 110,606,522	\$ 62,077,260	\$ 3,622,614	\$ 166,373	\$ 114,229,136	\$ 62,243,633
NON-DEPARTMENTAL ITEMS						
HEALTH INSURANCE	\$ 14,513,720	\$ -	\$ 1,400,000	\$ -	\$ 15,913,720	\$ -
DENTAL INSURANCE	692,084	-	135,000	-	827,084	-
LIFE INSURANCE	71,186	-	-	-	71,186	-
DISABILITY INSURANCE	60,771	-	-	-	60,771	-
WORKERS' COMPENSATION - SALARY	684,000	-	-	-	684,000	-
WORKERS' COMPENSATION - MEDICAL	1,783,654	-	-	-	1,783,654	-
CASUALTY & GENERAL LIABILITY	1,300,000	-	275,000	-	1,575,000	-
FIRE RETIREMENT	6,441,285	-	499,297	-	6,940,582	-
POLICE RETIREMENT	7,605,230	-	250,070	-	7,855,300	-
CITY RETIREMENT	11,526,977	-	937,009	-	12,463,986	-
FICA	3,263,910	-	218,914	-	3,482,824	-
UNEMPLOYMENT	25,000	-	-	-	25,000	-
TUITION REIMBURSEMENT	50,000	-	-	-	50,000	-
SEVERANCE	800,000	-	200,000	-	1,000,000	-
SUB-TOTAL BENEFITS:	48,817,817		3,915,290		52,733,107	
STREET LIGHTING	890,046	-	(61,212)	-	828,834	-
CONTINGENCY	292,000	-	16,000	-	308,000	-
CIVIC CONTRIBUTIONS	120,086	-	4,785	-	124,871	-
SO NH PLANNING	78,385	-	-	-	78,385	-
MPTS	470,153	-	521	-	470,674	-
CASH CIP PROJECTS	1,256,157	-	(792,957)	-	463,200	-
EMPLOYEE MED SERVICES	65,000	-	-	-	65,000	-
MATURING DEBT	11,300,000	-	-	-	11,300,000	-
INT ON MATURING DEBT	4,800,000	-	-	-	4,800,000	-
SUB-TOTAL NON DEPARTMENTAL:	19,271,827		(832,863)		18,438,964	
TOTAL NON-DEPARTMENTAL ITEMS:	68,089,644		3,082,427		71,172,071	
GENERAL FUND GRAND TOTAL:	\$ 178,696,166	\$ 62,077,260	\$ 6,705,041	\$ 166,373	\$ 185,401,207	\$ 62,243,633
TRANSIT SUBSIDY	\$ 1,594,761	\$ -	\$ 62,783	\$ -	\$ 1,657,544	\$ -
OVERLAY	342,442	-	457,558	-	800,000	-
VETERANS EXEMPTIONS	1,295,084	-	-	-	1,295,084	-
FUND BALANCE SURPLUS	-	1,702,694	-	(1,616,027)	-	86,667
GRAND TOTAL CITY:	\$ 181,928,453	\$ 63,779,954	\$ 7,225,382	\$ (1,449,654)	\$ 189,153,835	\$ 62,330,300
NET CITY APPROPRIATION	\$ 118,148,499	\$ -	\$ 8,675,036	\$ -	\$ 126,823,535	\$ -
Tax Rate \$ - City	\$ 8.89	\$ -	\$ 0.65	\$ -	\$ 9.54	\$ -
Percentage Change in Tax Rate			7.31%			
GRAND TOTAL COUNTY TAX	\$ 14,145,214	\$ -	\$ -	\$ -	\$ 14,145,214	\$ -
Tax Rate \$ - County	\$ 1.06	\$ -	\$ -	\$ -	\$ 1.06	\$ -
Percentage Change in Tax Rate			0.00%			
SCHOOL DISTRICT	\$ 226,982,610	\$ 11,178,257	\$ 1,000,000	\$ -	\$ 227,982,610	\$ 11,178,257
SCHOOL FOOD & NUTRITION	5,819,971	5,819,971	-	-	5,819,971	5,819,971
STATE REVENUE	-	97,765,768	-	-	-	97,765,768
GRAND TOTAL SCHOOL DISTRICT:	\$ 232,802,581	\$ 114,763,996	\$ 1,000,000	\$ -	\$ 233,802,581	\$ 114,763,996
NET SCHOOL DISTRICT APPROPRIATION	\$ 118,038,585	\$ -	\$ 1,000,000	\$ -	\$ 119,038,585	\$ -
Tax Rate \$ - School District	\$ 8.91	\$ -	\$ 0.07	\$ -	\$ 8.98	\$ -
Percentage Change in Tax Rate			0.79%			
NET COMBINED CITY APPROPRIATION	\$ 428,876,248	\$ 178,543,950	\$ 8,225,382	\$ (1,449,654)	\$ 437,101,630	\$ 177,094,296
TOTAL PROPERTY TAXES	\$ 250,332,298	\$ -	\$ 9,675,036	\$ -	\$ 260,007,334	\$ -
Combined Tax Rate \$	\$ 18.86	\$ -	\$ 0.72	\$ -	\$ 19.58	\$ -
Percentage Change in Tax Rate	3.43%		0.43%		3.86%	
State Education School Tax	\$ 19,682,274	\$ -	\$ 0	\$ -	\$ 19,682,274	\$ -
Assessed Valuation (thousands)	13,303,442.778	0	0	0	13,303,442.778	0
Assessed Valuation less utilities (thousands)	12,928,025.278	0.000	0.000	0.000	12,928,025.278	0.000

FY 2025 BUDGET HIGHLIGHTS**5.6% ALLOWABLE TAX CAP:**

- Mayor's Budget-3.86%
- 1.77% under the allowable tax cap

MUNICIPAL SPENDING:

- Total City Spending- \$189,153, 835
- Covered a \$1.7 million surplus deficit from prior years' one-time fund use
- Covered \$1.4 million in increased Healthcare Costs over plan
- Eliminated \$600,000 in unfunded vacancies
- Eliminated \$792,957 from Cash CIP Project line
- Did not fund \$1,839,748 in department requests
- Continued the hiring freeze for all but emergency requests
- Reduced bonding by 10%
- No city employee layoffs
- Did not expand the city staff compliment
- Level funded city departments while providing for 4% COLAS, Merits, longevities and retirements

SCHOOL DISTRICT:

- Increased budget \$1 million from \$226,982,601 to \$227,982,601
- The most ever allocated by the city

CAPITAL BUDGET: ROADS, SIDEWALKS, PARKS AND CITY FLEET:

- \$5.3 million in road infrastructure and improvements
- \$1 million towards sidewalk maintenance and upgrades
- \$1 million in park renovations, upgrades and maintenance
- \$3 million in upgrades to city fleet including MTA, Police, Fire and Highway Departments

AFFORDABLE HOUSING:

- Allocates \$1.65 million of federal funds to help construct 45 units of affordable housing on the Pearl Street parking lot.

CDBG AND ESG PROGRAMS TO END HOMELESSNESS:

- Families in Transition receives \$70,000 for family emergency housing
- WayPoint receives \$89,000 for their homeless youth shelter
- YWCA receives \$70,000 for Emily's Place
- 1269 Café receives \$50,000 to double their residential rooms

COMMUNITY IMPROVEMENT PROGRAM:

- Funding to a league partnership program to further upgrade specific parks in which our youth sports are active: \$200,000
- Funding to Manchester Police Athletic League CHOICES program: \$50,000
- Funding to Hillsborough County Child Advocacy: \$20,000
- Funding to Manchester Community Resource Center: \$110,000
- Funding to Meals on Wheels: \$42,000
- Funding to Fun in the Sun for summer camp for students in grades 1 to 7: \$100,000
- Funding for six agencies to provide youth services counseling: \$150,000

FIRST RESPONDERS:

- Protected 10 police officer positions currently funded by expiring federal COPS grant program
- Hired 6 additional police officers since January 2nd
- Funding the mental health clinician for our police officers
- \$100,000 for much needed firefighter protective gear



**City of Manchester
Department of Finance**

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M E M O R A N D U M

Date: March 19, 2024
To: Honorable Board of Mayor and Aldermen
From: Sharon Y. Wickens
RE: *FY 2024 Budget Projections*

Attached is the FY2024 General Fund expenditure and revenue forecast as of March 19, 2024 based on department head estimates. The current projected General Fund operating surplus for FY2024 is \$260,000. The operating surplus is comprised of an expenditure surplus of \$201,000 and a revenue surplus of \$59,000. February health insurance claims came in less than the monthly budget expectation which was a welcome surprise. This reduced the expected over plan estimate to \$1.4 million. CGL Insurance is currently \$200K over budget. The majority of the charges to CGL are from accidents which have damaged vehicles and City property such as traffic signals. Departmental expenditure surplus is expected to continue to increase as vacancies remain open, coupled with the City hiring freeze. Health insurance costs not offset by surplus, will be covered by the Health Insurance Reserve which has a balance of approximately \$3.3 million. CGL Insurance costs not offset by surplus will be covered by the CGL Insurance Reserve which has a balance of approximately \$2 million. On the revenue side there has been an increase in elderly deferral pay offs, drop-off revenue and golf & ice rentals. Offsetting these revenue increases is a steep drop in Comcast franchise fee revenue. The first two quarterly Comcast payments received are at payment amounts not seen since FY08. A lag in auto registration revenue is also being projected down at \$350K. The forecasted surplus does include \$275,000 from the contingency account.

There were 26 retirements through March 18, 2024 compared with 13 retirements at this same time a year ago. Severance paid through March 18, 2024 amounts to \$964,283 compared to \$607,180 a year ago. The severance reserve account is anticipated to have a balance of \$1,416,081 after all related entries have been posted.

Attached are the departmental overtime report as of March 9, 2024 and a summary, by department, of severance paid thru March 18, 2024.

Respectfully submitted,

Sharon Y. Wickens

Attachments

FY 2024 BUDGET PROJECTIONS

Surplus / (Deficit)

<u>Department</u>	<u>Expenditures</u>	<u>Revenues</u>
ASSESSORS	\$ 70,000	\$ 170,000
PLANNING & COMMUNITY DEVELOPMENT	\$ 70,000	
CITY CLERK	\$ 10,000	\$ (250,000)
CITY SOLICITOR		
FINANCE DEPARTMENT		
INFORMATION SYSTEMS		\$ 39,000
MAYOR		
ECONOMIC DEVELOPMENT		
YOUTH SERVICES		
HUMAN RESOURCES	\$ -	
TAX COLLECTOR		\$ (350,000)
FIRE DEPARTMENT	\$ -	\$ 66,000
POLICE DEPARTMENT - CITY	\$ 390,000	\$ 13,000
POLICE DEPARTMENT - SCHOOL		
HEALTH DEPARTMENT	\$ 97,000	
DEPARTMENT OF PUBLIC WORKS	\$ 475,000	\$ 350,000
WELFARE DEPARTMENT		\$ 10,000
LIBRARY		
SENIOR SERVICES	\$ 14,000	\$ 1,000
CENTRAL FLEET MANAGEMENT		\$ 10,000
	<u>\$ 1,126,000</u>	<u>\$ 59,000</u>
<u>Non-Departmentals</u>		
CONTINGENCY	\$ 275,000	
HEALTH INSURANCE	\$ (1,000,000)	
CGL INSURANCE	\$ (200,000)	
<u>Total Non-Departmentals</u>	<u>\$ (925,000)</u>	
<u>Grand Total</u>	<u>\$ 201,000</u>	<u>\$ 59,000</u>
Revenue/Expenditure Net Surplus		<u>\$ 260,000</u>
<u>Total Surplus</u>		<u>\$ 260,000</u>

City of Manchester
General Fund Reserve Balances

	6/30/2024*	6/30/2023	6/30/2022	6/30/2021	6/30/2020
Health Insurance Reserve	\$ 3,363,627	\$ 3,363,627	\$ 1,863,627	\$ 1,863,627	\$ 1,663,627
General Liability / Casualty Reserve	\$ 1,996,265	\$ 1,996,265	\$ 746,265	\$ 746,265	\$ 596,265
Workers Compensation Reserve	\$ 3,808,375	\$ 3,808,375	\$ 3,013,308	\$ 2,579,981	\$ 1,872,360
Special Revenue Reserve (Economic Development)	\$ 3,717,417	\$ 4,306,960	\$ 3,613,107	\$ 3,599,204	\$ 3,437,897
Revenue Stabilization Reserve (Rainy Day Fund)	\$ 12,318,142	\$ 12,318,142	\$ 12,318,142	\$ 12,318,142	\$ 12,318,142
Winter Weather Reserve	\$ 685,012	\$ 325,012	\$ 325,012	\$ 325,012	\$ 200,000
Municipal Transportation Improvement (Road Fund)	\$ 364,023	\$ 1,035,957	\$ 500,384	\$ 377,344	\$ 477,697
Severance Reserve	\$ 715,000	\$ 1,580,364	\$ 574,706	\$ 1,863,886	\$ 2,070,341
Roadway Degradation Fee Reserve	\$ 712,288	\$ 640,757	\$ 140,187	\$ 545,440	\$ 1,521,896
Health Department Reserve	\$ 618,096	\$ 436,347	\$ 367,987	\$ 284,695	\$ 125,000
Pine Grove Cemetery Reserve	\$ 145,550	\$ 112,250	\$ 76,250	\$ 69,300	\$ 50,400
ALS Response Reserve - Fire	\$ 20,100	\$ 4,800			
Total General Fund Reserves	\$ 28,443,795	\$ 29,924,056	\$ 23,538,975	\$ 24,572,896	\$ 24,333,625

*FY2024 Estimated as of 06/30/24



**City of Manchester
Department of Finance**

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MEMORANDUM

Date: March 20, 2024
To: Mayor Jay Ruais
From: Sharon Y. Wickens
RE: *FY 2024 Health Insurance Costs*

This letter serves to summarize our current estimates for health care costs for fiscal 2024. The fiscal 2024 health insurance budget is \$14.5 million. Spending for the eight months ended February 29, 2024 amounted to \$10.5 million or an average of \$1.35 million per month. Assuming health care costs approximate \$1.35 million per month for the remaining 4 months of fiscal 2024 the deficit in the health line item will be approximately \$1.4 million. Under City ordinance any deficit that is not covered by City surplus will be charged to the health insurance reserve account. The health insurance reserve currently has a balance of \$3.3 million.

<u>Fiscal Year</u>	<u>COLAS</u>	<u>When Given</u>	
2000	Adoption of Yarger Decker		
2001	2%	7/1/2000	
2002	3%	7/1/2001	
2003	1%	7/1/2002	
2004	2%	7/1/2003	
2005	2%	7/1/2004	
2006	2%	7/1/2005	
2007	2%	7/1/2006	
2008	1%	7/1/2007	
2009	2%	7/1/2008	
2010	3%	7/1/2009	
2011	1.50%	7/1/2010	
2012	2.50%	7/1/2011	
2013	2.50%	7/1/2012	
2014	1%	7/1/2013	
2015	1%	7/1/2014	
2016	None		
2017	1%	7/1/2015	
2018	None		
2019	0% - 2%	7/1/2018	Union Contract Varied
2020	1.5% - 2%	7/1/2019	Union Contract Varied
2021	1.5% - 2%	7/1/2020	Union Contract Varied
2022	1.75% - 2%	7/1/2021	Union Contract Varied
2023	3%	7/1/2022	
2024	4%	7/1/2023	
2025	4%	7/1/2024	

CV

**FY 2024 Severance Payouts - Projections
Through 3/18/24**

Dept	Count	Severance
Police	5	133,513
Highway	7	261,538
Fire	9	396,636
HR	1	32,053
Info Systems	1	42,985
Planning	2	65,995
Youth Services	1	31,563
Total	26	964,283

Lisa M. Drabik
Human Resources Director



CITY OF MANCHESTER
Human Resources Department

MEMORANDUM

To: Mayor Ruais and Board of Mayor and Aldermen
From: Lisa Drabik, Human Resources Director
Date: March 18, 2024
Re: Preventative Health Care Hours Proposal – Change to Sick Time Ordinance

In an effort to realize cost-savings as well as a healthier workforce, Human Resources recommends revision of the current City Sick Leave Ordinance (33.081) to provide permanent (as opposed to temporary or seasonal) employees with additional paid leave time (Preventative Health Care Hours, or “PHC” hours) to be used, in each fiscal year, for the employee’s own preventative health care appointments.

With healthcare costs on the rise, the Human Resources and Finance teams work diligently and collaboratively with our benefits consultant and healthcare partners to brainstorm ways in which we can simultaneously promote employee health and well-being AND reduce healthcare costs borne by the City. Not surprisingly, research has proven the adage that “an ounce of prevention is worth a pound of cure.” The benefits of incentivizing uptake of annual physicals and preventative cancer screenings are many, including:

- They can catch serious health care problems sooner, leading to better health outcomes and reduced health care costs in the long run. Unfortunately, there are a number of current cancer diagnoses in the City’s covered health pool. The costs of preventative cancer screenings (such as a colonoscopy or mammogram), which may catch cancer in early stages, are far lower than the costs of providing treatment to cancers caught much later. Importantly, of course, the health outcomes are much better too.
- In addition to cancers, they can diagnose conditions (for example, high blood pressure, elevated blood sugar, or depression) which could lead to (and by providing less costly treatment now, avoid) future health problems and minimize catastrophic claims.

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- Healthy employees are, of course, happier and more productive. When workers are healthier they are also more engaged, absent from work less often, and less likely to leave or to retire early because of illness—all of which results in lower costs to the City.
- Retention and recruitment: Employees want to work for organizations that value their health and well-being; an initiative like this could further aid the City in that regard.

In the City of Manchester, from November 2022 through December 2023, only fifty-five percent (55%) of our covered employees obtained an annual physical exam, and just under twenty percent (20%) underwent a preventative cancer screening (mammogram, colonoscopy, cervical or prostate screening). In the same period, the City’s medical expenses related to cancer claims more than doubled—from \$1.84 million (11/2021 through 12/2022) to \$4.08 million (11/2022 through 12/2023).

Moreover, the City’s Sick Leave Ordinance provides that sick leave may be used for absences due to an employee’s own illness or injury, or that of a spouse, child or other blood relative or ward residing in the same household—it does not specify use for preventative care. (Manchester City Ordinance 33.081(D)). In addition, many employees likely elect not to use sick time for preventative care appointments given such use of sick time may prevent them from earning personal days under certain provisions of union contracts.

There is no monetary “cost” to the City in providing additional leave for employees to attend preventative health care appointments; the City has already budgeted to pay the employee for that time. In sum, by providing a reasonable amount of additional leave hours (“PHC hours”) for preventative health care appointments, the City can likely realize a healthier workforce and reduce spending on healthcare as well as replacement costs for sick employees who are absent, to include recruitment and training costs for new employees.

Human Resources recommends the provision of PHC hours to permanent employees with the following parameters:

- Effective at the start of each fiscal year, full-time employees would be provided with eight (8) PHC hours, and part-time employees would be provided a pro-rata share based on their work schedule (for example, a part-time employee who works a 20 hour/week schedule will be provided with four (4) hours).
- PHC hours can be used for the employee’s own annual physical exam, and/or any/all preventative cancer screenings (including cancer screenings of the breast, colon, skin, thyroid, lymph nodes, reproductive organs, and lungs) for the employee.
- PHC hours can be used in half-day increments (4 hour increments for full-time employees; a pro-rata share for part-time employees).
- PHC hours are an additional leave allotment; meaning, such leave time will not be charged against other existing accruals (i.e., sick time).
- All permanent employees are included, regardless of health care insurance enrollment status.

- In order for PHC hours to be applied, advance notice (and approval) of use of PHC hours will be required, as will substantiation of the health care visit (via a simple form provided by HR).
- PHC hours must be used in the fiscal year they are awarded; they will not roll over or carryover, nor will they be paid out upon separation.

This can be accomplished and authorized by adding the following paragraph (I) to the current Sick Leave Ordinance (33.081):

(I) Effective July 1, 2024, all permanent employees of the City of Manchester (excluding temporary and seasonal employees) shall be provided with one (1) day of paid time (defined as 8 hours for full-time employees, and a pro-rata share for part-time employees) per fiscal year to be used for the employee's own preventative health care appointments, to include annual physical examinations and/or preventative cancer screenings (including, but not limited to, cancer screenings of the breast, colon, skin, reproductive organs, and lungs). Such paid time shall be called "Preventative Health Care" (PHC) hours, and PHC hours will not be charged to any other accrued leave (sick time or vacation time). PHC hours may be used in half-day or full-day increments. PHC hours must be used in the fiscal year awarded and do not carry over to the next fiscal year, are not transferable, and are not eligible for payout upon separation. Eligible employees must provide advance notice of, and receive approval of, the use of PHC hours. Eligible employees shall have their healthcare provider complete a form (provided by the City) to substantiate the preventative care appointment(s), and employees shall submit the completed form to their Department Head or designee for the PHC hours to be applied.

Human Resources intends to present this PHC hours proposal to the HRIC at its April 2, 2024 meeting. Such proposal will include the recommendation that such suggested revisions to the Sick Leave Ordinance (as they appear above) become effective July 1, 2024 for all permanent employees as outlined herein.¹

¹ Given this would be a new benefit which is not currently covered by any of the City's collective bargaining agreements, such new benefit would be applicable to all employees without the need for any sidebar agreements.

**Manchester School District
General Fund
Fiscal Year 2024
School Year 2023-2024**

Object	Account Name	General Fund
100	Salaries	\$ 92,307,540
200	Employee Benefits	48,987,840
240	Tuition and Staff Development	354,000
300	Professional and Technical Services	6,038,474
430	Repairs and Maintenance	644,100
441	Rental of Land and Buildings	18,600
442	Rental of Equipment	75,000
510	Transportation • Regular Education	3,802,753
513	Transportation • Student Services	7,000,000
520	Insurance	412,746
531	Telephone	101,000
534	Postage	50,000
540	Advertising	6,000
550	Printing & Binding	32,300
560	Tuition	6,000,000
580	Travel	24,000
610	General Supplies	889,493
620	Utilities	3,500,000
640	Books and Information Resources	510,785
730	Equipment	118,140
733	Furniture & Fixtures	25,000
810	Dues and Fees	89,670
850	City Services	9,127,026
892	Graduation	6,900
893	Community Partnerships	167,000
910	Debt Service	11,470,853
Total		\$ 191,759,220

FY25 MAYOR'S COMMUNITY IMPROVEMENT BUDGET

Administering Department/Agency	Project Name	FY24 Adopted	FY25 Request	FY25 Recommended	Funding Source	Notes
Central Fleet	Motorized Equipment Replacement	\$3,350,000	\$4,000,000.00	\$3,000,000.00	Bond	
DPW-EPD	Cemetery Brook Tunnel Construction - Bond	\$0	\$230,000,000.00	\$230,000,000.00	EPD Bond	
DPW-EPD	MS4 - FY25 - SRF/Enterprise	\$0	\$750,000.00	\$500,000.00	State	
				\$250,000.00	Enterprise	
DPW-EPD	MS4 - FY25 - Construction/Enterprise	\$0	\$3,000,000.00	\$3,000,000.00	Enterprise	
DPW-EPD	WWTP Emergency Power Upgrade	\$0	\$20,300,000.00	\$20,300,000.00	State	
DPW-EPD	CSO Discharge Monitoring FY25-29 - Enterprise	\$0	\$500,000.00	\$500,000.00	Enterprise	
DPW-Facilities	Municipal Deferred Maintenance	\$600,000	\$600,000.00	\$500,000.00	Bond	
DPW-Facilities	McGregor St. Renovations	\$0	\$700,000.00	\$700,000.00	Bond	
DPW-Facilities-Schools	FY 25 Deferred Maintenance Program	\$3,300,000	\$3,300,000.00	\$3,300,000.00	MSD Bond	
DPW-Highway	Annual Street Reconstruction (CDBG)	\$400,000	\$1,200,000.00	\$150,000.00	CDBG	
DPW-Highway	FY 25 Roadway Program	\$2,500,000	\$5,700,000.00	\$3,000,000.00	Bond	
				\$1,200,000.00	MTF Funds	
				\$1,100,000.00	Degradation Fund	
DPW-Highway	Sidewalk Rehab and Expansion	\$750,000	\$2,000,000.00	\$1,000,000.00	Bond	
DPW-Highway	Residential Sidewalk 50/50	\$500,000	\$500,000.00	\$250,000.00	Bond	
				\$250,000.00	Other	Residential Match
DPW-Highway	Commercial Sidewalk 50/50	\$200,000	\$200,000.00	\$200,000.00	Bond	
DPW-Highway	Household Hazardous Waste Collection	\$25,000	\$25,000.00	\$25,000.00	State	
DPW-Highway	Signal Replacement-Elm/Brook St.	\$0	\$300,000.00	\$250,000.00	Bond	
DPW-Highway	Traffic Signal-Deferred Maintenance	\$0	\$250,000.00	\$200,000.00	Bond	
DPW-Highway	Traffic Signal-Cilley/Jewett	\$0	\$250,000.00	\$250,000.00	Bond	
DPW-Highway	Amoskeag WB Design & Construction	\$0	\$8,000,000.00			
				\$5,573,937.10	Federal	
				\$625,021.06	State	
DPW-Highway-Schools	School Parking Lot Rehabilitation	\$1,000,000	\$1,000,000.00	\$1,000,000.00	MSD Bond	
DPW-Parks & Rec. & Cemetery	Parks Deferred Maintenance	\$300,000	\$500,000.00	\$500,000.00	Bond	
DPW-Parks & Rec. & Cemetery	FY25 School Deferred Maintenance - P&R	\$0	\$300,000.00	\$300,000.00	MSD Bond	
DPW-Parks & Rec. & Cemetery	Park Playground Replacement and Retrofitting	\$300,000	\$500,000.00	\$500,000.00	Bond	
DPW-Parks & Rec. & Cemetery	League Partnership Program	\$0	\$200,000.00	\$200,000.00	Bond	
				\$100,000.00	Other	Donations
DPW-Parks & Rec. & Cemetery	School Playground Replacement and Retrofitting	\$300,000	\$300,000.00	\$300,000.00	MSD Bond	
DPW-Parks & Rec. & Cemetery	Fun in the Sun	\$50,000	\$100,000.00	\$50,000.00	CDBG	
				\$50,000.00	Cash	
DPW-Parks & Rec. & Cemetery-Schools	Field Improvement/Site Rehabilitation Hillside	\$0	\$750,000.00	\$750,000.00	MSD Bond	
Fire Department	Protective Equipment (Gear)	\$100,000	\$100,000.00	\$100,000.00	Bond	
Housing Stability	Beech Street Programs	\$0	\$1,202,675.96	\$89,000.00	CDBG	
				\$433,100.00	ARPA	

FY25 MAYOR'S COMMUNITY IMPROVEMENT BUDGET

Administering Department/Agency	Project Name	FY24 Adopted	FY26 Request	FY25 Recommended	Funding Source	Notes
Information Systems	Technology Projects	\$527,122	\$700,000.00	\$700,000.00	Bond	
MEDO	Facade Improvement Program	\$0	\$50,000.00	\$50,000.00	CDBG	
Planning & Community Development	Community Development Initiatives	\$10,000	\$5,000.00	\$5,000.00	CDBG	
Planning & Community Development	Concentrated Code Enforcement 1	\$91,000	\$93,385.00	\$92,385.00	CDBG	
				\$1,000.00	HOME	
Planning & Community Development	Concentrated Code Enforcement 2	\$91,000	\$95,053.00	\$95,053.00	CDBG	
Planning & Community Development	HMS Data Systems	\$4,000	\$4,000.00	\$4,000.00	ESG	
Planning & Community Development	Planning Studies	\$10,000	\$15,000.00	\$15,000.00	CDBG	
Planning & Community Development	Planning and Administration	\$405,316	\$403,380.00	\$306,360.00	CDBG	
				\$86,020.00	HOME	
				\$11,000.00	ESG	
Police Department	Targeted Area Officer Support	\$20,000	\$110,000.00	\$20,000.00	CDBG	
Police Department	Police Mental Health Clinician	\$0	\$109,000.00	\$109,000.00	ARPA	
Big Brothers Big Sisters of NH	One-to-One Mentoring for At-Risk Manchester Youth	\$9,000	\$9,000.00	\$9,000.00	CDBG	
CASA of NH	Advocacy for Victimized Manchester Children	\$13,000	\$13,000.00	\$13,000.00	CDBG	
Child Advocacy Center	Forensic Interviewing and Support Service for Child Victims of Crime	\$11,000	\$20,000.00	\$20,000.00	CDBG	
Easterseals New Hampshire	CD & FRC Improvements	\$0	\$75,000.00	\$50,000.00	CDBG	
Girls Inc. of New Hampshire	Manchester Girls Center	\$10,000	\$35,000.00	\$10,000.00	CDBG	
Holy Cross Family Learning Center	Lease of 5 Classroom Spaces	\$15,000	\$15,600.00	\$10,000.00	CDBG	
Lamprey Health Care - SNHAHEC	Interpretation Training	\$10,000	\$10,000.00	\$7,000.00	CDBG	
Light of Life Ministries	The Light House, Case Management	\$44,899	\$50,000.00	\$44,899.00	ESG	
Manchester Community Resource Center	CBDO - Special Activities	\$701,250	\$1,551,890.00	\$606,750.00	CDBG	
Neighborworks Southern New Hampshire	Orange Street Apartments	\$236,729	\$2,013,271.00	\$1,650,000.00	HOME	
Organization for Refugee & Immigrant Success	Refugee Employment Services	\$10,000	\$20,000.00	\$10,000.00	CDBG	
The Salvation Army	Saturday Teen Night	\$10,000	\$25,000.00	\$10,000.00	CDBG	
Waypoint	Homeless Youth Program	\$89,000	\$89,000.00	\$89,000.00	ESG	

Recommended Totals by Source

AHTF	DEGRADATION FEES	\$1,100,000.00
CDBG	\$1,618,548.00 ENTERPRISE	\$3,750,000.00
ESG	\$148,899.00 FEDERAL	\$5,573,937.10
HOME	\$1,737,020.00 EPD BOND	\$230,000,000.00
BOND	\$11,350,000.00 OTHER	\$350,000.00
MSD BOND	\$5,650,000.00 STATE	\$21,450,021.06
CITY	CASH	\$50,000
MTF	\$1,200,000.00 ARPA	\$542,100
Total all staff recommended		\$284,520,525.16

Appendix A

Agency	Special Activity in the NRSA	Suggested CBDO Activities and Funding Levels
1269 Café	Chronically Homeless Residential Living	\$50,000
Amoskeag Health	Pediatric Clinic & Family Support Services	\$47,000
Boys and Girls Club	Inner City After School Program	\$20,000
Families In Transition	Family Emergency Housing	\$70,000
Granite YMCA	YMCA-Stay	\$20,000
Granite YMCA	Power Scholars	\$10,000
Helping Hands	Case Manager Funding	\$15,000
Manchester Community Resource Center	Adult Workforce Development	\$65,000
Manchester Community Resource Center	CBDO Special Activities Support	\$47,750
Manchester Community Resource Center	Summer Youth Employment Program	\$45,000
Manchester Police Athletic League	CHOICES	\$50,000
Meals on Wheels of Hillsborough County	Elder Nutrition Program	\$42,000
My Turn	Diploma Plus Programs	\$20,000
Palace Theatre	School Ticket Program	\$5,000
Queen City Bicycle Collective	Community Bicycle Training	\$5,000
Salvation Army	Kid's Café	\$25,000
YWCA NH	Emily's Place	\$70,000
	Total to Manchester Community Resource Center for Public Service Activities in the NRSA	\$606,750

Suggested FY25 CBDO Activities Contracted and/or Delivered by Manchester Community Resource Center

In accordance with 24 CFR 570.204, "Special Activities by a Community Based Development Organization (CBDO), "the City acknowledges that a designated CBDO, in this case Manchester Community Resource Center, is free to contract with any agency of its choosing in order to carry out activities that are in alignment with the CBDO's mission to serve persons in the City's Neighborhood Revitalization Strategy Area (NRSA). Therefore, there is no guarantee that any certain activity or agency will be funded under the CBDO. Notwithstanding federal requirements, the Mayor shares her suggestions for activities and agencies that may be funded with CDBG subgrants under the management and administration and sole discretion of CBDO, Manchester Community Resource Center, subject to all applicable requirements of U.S. Department of Housing and Urban Development's Community Development Block Grant Program.

Mayor's FY25 CIP Cash Projects \$500,000

Police Fusus- Crime Center Platform	\$50,000
Police ShotSpotter - Gunshot Detection	\$300,000
Health - Additional Parking	\$13,200
Welfare - General Assistance Rentals	\$50,000
Fun In The Sun	\$50,000
<u>Total:</u>	<u>\$463,200</u>

Municipal

<u>Project</u>	<u>Amount</u>	<u>Useful Life</u>
FY25 Annual ROW Road Reconstruction	\$ 3,000,000	20 Years
Deferred Maintenance Municipal	\$ 500,000	15 Years
Parks Deferred Maintenance	\$ 500,000	15 Years
Parks Playground and Retro Fitting	\$ 500,000	15 Years
Sidewalk Rehab and Expansion	\$ 1,000,000	10 Years
Residential Sidewalk 50/50	\$ 250,000	10 Years
Commercial Sidewalk 50/50	\$ 200,000	10 Years
McGregor St Renovations	\$ 700,000	15 Years
League Partnership Program	\$ 200,000	10 Years
Protective Equipment - Fire	\$ 100,000	7 Years
Traffic Signal Deferred Maintenance	\$ 200,000	15 Years
Elm/Brook St Traffic Signal	\$ 250,000	15 Years
Cilley/Jewett Traffic Signal	\$ 250,000	15 Years
Technology Bond	\$ 700,000	10 Years
FY25 MER (Fire)	\$ 1,100,000	15 Years
FY25 MER (Police)	\$ 372,000	5 Years
FY25 MER (DPW)	\$ 1,500,000	10 Years
FY25 MER (MTA)	\$ 28,000	10 Years
	<u>\$ 11,350,000</u>	

Manchester School District

<u>Project</u>	<u>Amount</u>	<u>Useful Life</u>
FY25 Deferred Maintenance Program-Facilities	\$ 3,300,000	15 Years
FY25 Deferred Maintenance Program-P&R	\$ 300,000	15 Years
School Parking Lot Rehabilitation	\$ 1,000,000	20 Years
Playground Replacement	\$ 300,000	15 Years
Field Improvement/Site Rehabilitation-Hillside	\$ 750,000	15 Years
	\$ 5,650,000	

**FY25 Civic
Contributions:**

\$ 94,420	Manchester Animal Shelter
\$ 30,451	NH Municipal Association Dues for Manchester
\$ -	Senior Citizens Luncheon (Funded in the Mayor's Office Budget)
<u>\$ 124,871</u>	

Parks Deferred Maintenance					
Item	Item Description	Reason	Cost	Park(s)	Ward
1	Hollow Disc Golf Course	Trail improvements	\$ 70,000.00	Hollows Disc Golf Course	9
2	Derryfield Country Club Tree Removal	The cutting/removal/stump grinding of approximately 25% of the total trees (84) that need to be removed from various areas for safety and the integrity of the course.	\$ 60,000.00	Derryfield Country Club	4
3	Erosion Repair and Mitigation at Rock Rimmon Half-	Repair washed out areas and install erosion prevention	\$ 25,000.00	Rock Rimmon Park	12
4	Wolfe Park-Repair concrete amphitheater style seating	Current condition poses a safety risk. Missing seat slats and needs pressure washing and masonry work.	\$ 35,000.00	Wolfe Park	10
5	Proactive Court Resurfacing	Repaint as needed existing courts with acrylic resurfacer to maintain the asphalt surface	\$ 20,000.00	Derryfield Park	2
6	Arena repairs	Needed repairs to maintain recreation services at JFK	\$ 50,000.00	JFK and Westside Arenas	5
7	Veteran's Park-War Memorial Brick Pavement Repair	Loose and missing bricks around flag pole	\$ 15,000.00	Veteran's Memorial Park	3
8	High Mast Inspection	Proactive inspections of high mast lights at various fields and parks.	\$ 100,000.00	Derryfield Park - Al Lemire Livingston Park-Gatsas Precourt Park Rock Rimmon Park Wolfe Park	2 1 9 12 10
9	Various Locations-Fencing and Gates Repair and Replacement	Damaged or unsafe fencing and gates due to storm damage, vandalism, and age	\$ 40,000.00	Pine Grove Cemetery Steven's Park Steven's Pond Park Piscataquog River Park - Smith Complex	9 5 4 10
10	Park and park building repairs	Various repairs to required maintain recreation services	\$ 85,000.00	Precourt Park - Nutt's Pond Building Cullerot Park Livingston Park Piscataquog River Park	9 12 1 10
			\$500,000.00		
Park Playground Replacement and Retrofitting					
Item	Item Description	Reason	Cost		
1	Supplemental Funds	RSA requiring uniform surfacing increased cost to replace FY24 scheduled playground replacements	\$200,000.00	Livingston Park	1
2	Wolfe Park Playground Replacement	Playground at end of manufacturer use period,	\$150,000.00	Wolfe Park	10
3	Howe Park	Playground at end of manufacturer use period,	\$150,000.00	Howe Park	7
			\$500,000.00		

Jonathan Hopkins
Director
Central Fleet Services



CITY OF MANCHESTER

Central Fleet Services

March 20, 2024

Dear Mayor Ruais,

Below is a breakdown of what will be purchase using the 2025 MER. The prices are estimates from past purchases or were taken from current contracts. All the equipment listed for purchase is to replace similar equipment that is reaching the end of it useful life or does not meet the needs of the department any longer. In cases where the equipment does not meet the needs of the department most of the time we can repurpose that equipment and move it to another department that can use it.

Manchester Transit Authority \$28,000

This is a match to a grant to purchase a bus. I believe the grant picked up 80% of the cost, Mike Whitten can answer any questions

Police Department \$372,000

- F350 Chassis to replace the current chassis on the transport wagon, the prisoner box will be reused and moved to the new chassis by Fleet. Approx. cost \$45,000
- 5 Ford Explorer Police cruisers to replace 2019 Ford Taurus. Current state bid \$44,000 ea. Estimate on up fitting cost \$10,000 ea. Total \$270,000
- Specialized Van to be used for Drone and SWAT Operations. Estimate vehicle cost \$48,000. Estimate on Up fitting cost \$12,000.

Fire Department 1,100,000

- Engine to replace one being taken out of Service. Advance purchase of this vehicle was approved by Alderman because of estimated production time (2 years) and to get a head of expected price increases. This will be delivered this summer. Cost of vehicle plus up fitting \$800,000.
- Refurbishment of Engine 4. Engine 4 will be rebuilt and moved to a reserve unit. This refurbishment is expected to extend the life of the truck as a reserve engine by several years and includes rust repairs and frame rail replacement. Estimated cost \$100,000.
- Two F550 Chassis to replace Forestry Trucks. The bodies on the trucks will be reused and transferred to the new chassis by Fleet to save cost. Estimated cost of two chassis is \$108,000. The two chassis being replaced will be evaluated for condition and will most likely be moved to the Parks department to take the place of older trucks.
- Replace Mechanics Truck. Current truck will be repurposed into Fleet to replace older pickup truck being taken out of service due to wear and rust. Estimated cost \$65,000.
- Replace Fire prevention Ford Taurus. Estimate Cost \$29,000.

Highway Department 1,500,000

The equipment below is a Priority and will be replaced this year

-Loader 2 and Loader 3

Both these are CAT 938H Loaders and are vital to Highway's construction and snow removal operations. They have been evaluated by CAT for refurbishment. Both loaders will go to CAT to be rebuilt. This rebuild includes a total tear down of the machine replacing wiring harnesses, seals, hoses, rebuild of motors, lift pistons, and all hydraulics. Also, the cab will be rebuilt and certified as safe for rollover accidents. Currently the cabs have corrosion that if not correct will make them unsafe to operate. The Loaders will be certified as new and come back from CAT with a 6000 hour/6-year warrantee. This refurbishment will extend the life of these loaders by 15 years. Total cost to refurbish both is \$213,000. Estimated cost to replace these loaders with similar new 938 H loaders is \$400,000 each. Refurbishment is a very cost-effective way to extend the life of this equipment.

-Install dump bodies, plows and sanders on two 5-ton 6-wheel Mack Chassis. The chassis Were purchased on the 2024 MER. Estimated cost to up fit is \$211,365.

-Purchase two Mack 5 ton 6-wheel chassis along with plows, sanders and dump bodies. Estimates cost \$539,350

-Replace two rough mowers a the Derryfield CC. Estimated cost \$300,000.

The following are still being evaluated for replacement

-Rear Loading Refuse Truck estimated cost \$305,000

-Zamboni for ice arena estimate cost \$150,000

-Street Sweeper Estimate cost \$376,000

-3 one-ton dump trucks with plows and sanders \$300,000

Replace three facilities vans Estimate cost \$130,000

If you have any further questions or would like to discuss this, please give me a call.

Best regards,

Jon

Jonathan Hopkins
Director Central Fleet Management

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Four

A RESOLUTION

“Resolution ‘Approving the Community Improvement Program for Fiscal Year 2025, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

- WHEREAS, the City of Manchester is presented with a number of Community needs and opportunities in 2025; and
- WHEREAS, certain resources have been identified which can be used in addressing these community needs and opportunities; and
- WHEREAS, municipal departments, boards and commissions, have been provided broad opportunity to participate in the identification of community needs and opportunities and of strategies to meet these needs and opportunities; and
- WHEREAS, the Board of Mayor and Aldermen has reviewed the 2025 Community Improvement Program; and
- WHEREAS, the Board of Mayor and Aldermen wishes to have carried out those programs, projects and activities as identified in the following 2025 Community Improvement Program;
- NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDEMEN:**
- THAT, the Community Improvement Program be adopted and endorsed as an essential aspect of the planning and management of the City's capital and service needs and of sound fiscal planning and control;
- THAT, the goals and objectives in the Community Improvement Program reflect priority community needs and opportunities for 2025 and are hereby adopted;
- THAT, the programs and projects to be proposed for 2025 be generally endorsed as addressing priority goals and objectives within the City's reasonable ability to pay;

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Four

A RESOLUTION

“Resolution ‘Approving the Community Improvement Program for Fiscal Year 2025, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

THAT, the proposed programs and projects identified and recommended for action in 2025 be endorsed and approved subject to appropriation limits;

THAT, subject to administrative procedures and other pertinent requirements as are and may, from time to time, be set forth by the Board of Mayor and Aldermen, in the Code of Federal Regulations, conditions of grant awards, and contracts, there is hereby authorized and appropriated as follows:

the amount of \$27,373,958.16 in federal, state, and private grant funds in the manner set forth which is attached hereto and made a part hereof by reference; provided, however, that in the event such grant funds are awarded in an amount less than the appropriation amounts set forth or in the event any required local matching funds are appropriated in an amount less than set forth the amount of funds appropriated herein shall be correspondingly reduced;

the amount of \$542,100 in federal American Rescue Plan Act funds for expenditures in the manner set forth in the FY 2025 CIP Budget, which amount shall be identified in a non-departmental account entitled “2025 Community Improvement Program”;

the amount of \$3,504,467 in Federal Community Development Block Grant program funds and program income, Emergency Solutions Grant Program funds, HOME funds, Section 108 funds and Affordable Housing Trust funds in the manner set forth which is attached hereto and made a part hereof by reference; provided, however, that in the event the funds are awarded in an amount less than the appropriation amounts set forth the amount of funds appropriated herein shall be correspondingly reduced; and

the amount of \$247,000,000 derived from the issuance of short-term notes and general obligation bonds; and

the amount of \$6,100,000 in FY 2025 municipal funds, for expenditures in the manner set forth in the FY 2025 CIP Budget, which amount shall be identified in a non-departmental account entitled “2025 Community Improvement Program”; and

THAT, subject to appropriation, and pursuant to the budget and subject to administrative procedures and other pertinent requirements of the Community Improvement Program as may, from time to time, be set forth, there is hereby authorized as follows:

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Four

A RESOLUTION

“Resolution ‘Approving the Community Improvement Program for Fiscal Year 2025, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

- THAT, all such appropriations made herein or hereafter for 2025 Community Improvement Program activities be subject to submission, review and approval of budget information by the Finance Committee of the Board of Mayor and Aldermen prior to expenditure;
- THAT, the Office of the Mayor and/or the Planning & Community Development Department be authorized to cause the expenditure of such monies appropriated and available to carry out the 2025 Community Improvement Program, which authorization shall include execution of pertinent third-party purchase-of-service contracts, and letters of donations;
- THAT consistent with this Resolution, the Office of the Mayor and/or the Planning & Community Development Department be authorized to prepare, submit, negotiate and enter into an agreement and contracts with Federal government departments and agencies and the State of New Hampshire for the period July 1, 2024 to June 30, 2025, that the Office of the Mayor and/or the Planning & Community Development Department be further authorized to contract for federal and state grants for programs and projects and to obligate and commit the local matching share of grants in accordance with the 2025 Community Improvement Program, and that the Office of the Mayor and/or the Planning & Community Development Department be authorized to seek such additional federal, state or private funds as may, from time to time, be made available for programs, projects and activities identified in the 2025 period;

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Four

A RESOLUTION

“Resolution ‘Approving the Community Improvement Program for Fiscal Year 2025, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

- THAT, the Planning Department be authorized to prepare, submit, negotiate, and contract for funds to be made available to the City under the Housing and Community Development Act of 1974 (as amended) for financing of referenced programs and projects, which authorization shall include authority to provide required policy and administrative assurances including civil-rights, equal opportunity, citizen participation, relocation and property acquisition policy, environmental assurances, labor standards, and others as may be specified in Federal Rules and Regulations Chapter V, Part 570 Community Development Block Grants, Sub Part D, and other pertinent assurances as may, from time to time, be required;
- THAT, the Office of the Mayor and/or the Planning & Community Development Department be authorized to advise other public and private agencies at the federal, state, regional and local level of the approval of the 2025 Community Improvement Program and to seek the support of such agencies in carrying out program, projects and activities listed in Section 1 of the 2025 Community Improvement Program;
- THAT, the Office of the Mayor and/or the Planning & Community Development Department be authorized and is hereby directed to inform all boards and commissions, agencies and departments of the approval of the 2025 Community Improvement Program;
- THAT, The Planning & Community Development Department be authorized to submit the Annual Action Plan as part of the Community Development Block Grant submission.

Resolved, that this Resolution shall take effect upon its passage.

*City of Manchester
New Hampshire*

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Appropriating to the Parking Fund the sum of \$5,068,749 from parking revenues for the Fiscal Year 2025.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of Five Million, Sixty-Eight Thousand, Seven Hundred and Forty-Nine Dollars (\$5,068,749) from parking revenues shall be hereby appropriated to the Parking Fund for the Fiscal Year 2025 as follows:

Salaries and Wages	_____	\$690,327
Line Item Expenses	_____	\$3,755,757
Capital Outlay	_____	\$0

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits	_____	\$454,165
Debt Service	_____	\$168,500

TOTAL	_____	\$5,068,749
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RESOLVED that this Resolution shall take effect upon its passage.

*City of Manchester
New Hampshire*

In the year Two Thousand and Twenty-Four

A RESOLUTION

"Appropriating the sum of \$25,255,603 from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2025."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of Twenty-Five Million, Two Hundred Fifty-Five Thousand, Six Hundred and Three Dollars (\$25,255,603) from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2025 be hereby appropriated for operation Expenses as follows:

Salaries and Wages _____	\$3,274,062
Line Item Expenses _____	\$5,438,944
Capital Outlay _____	\$1,687,161

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits _____	\$2,310,320
Insurance _____	\$165,000
Debt Service _____	\$12,350,116
Audit _____	\$30,000

RESTRICTED FUNDS: Subject to the approval of the Board of Mayor and Aldermen.

Contingency _____	\$0
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TOTAL _____	\$25,255,603
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RESOLVED that this Resolution shall take effect upon its passage.

*City of Manchester
New Hampshire*

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Appropriating to the Manchester Airport Authority the sum of \$40,558,119 from Special Airport Revenue Funds for the Fiscal Year 2025.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of Forty Million, Five Hundred Fifty-Eight Thousand, One Hundred and Nineteen Dollars (\$40,558,119) from Special Airport Revenue funds shall be hereby appropriated to the Manchester Airport Authority for the Fiscal Year 2025 as follows:

Salaries and Wages _____	\$7,181,187
Line Item Expenses _____	\$18,092,318
Capital Outlay _____	\$130,500

RESTRICTED FUNDS: Subject to the approval of the Finance Officer.

Employee Benefits _____	\$4,443,114
Debt – Principal and Interest _____	\$10,000,000
Debt – Bond Financing _____	\$60,000
Audit _____	\$50,000
Insurance _____	\$601,000

TOTAL _____ \$40,558,119

RESOLVED that this Resolution shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Appropriating to the Manchester Transit Authority the sum of \$1,657,544 for the Fiscal Year 2025.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of One Million, Six Hundred Fifty-Seven Thousand, Five Hundred and Forty-Four Dollars (\$1,657,544) is hereby appropriated to the Manchester Transit Authority for the Fiscal Year 2025 to be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source shall be appropriated as follows:

RESTRICTED FUNDS: Subject to the approval of the Manchester Transit Authority.

\$1,657,544

RESOLVED that this Resolution shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Appropriating to the Manchester School District the sum of \$227,982,610 for the Fiscal Year 2025.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of Two Hundred Twenty-Seven Million, Nine Hundred Eighty-Two Thousand, Six Hundred and Ten Dollars (\$227,982,610) is hereby appropriated to the Manchester School District for the Fiscal Year 2025 to be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source shall be appropriated as follow:

RESTRICTED FUNDS: Subject to the approval of the City of Manchester Board of School Committee.

\$227,982,610

RESOLVED that this Resolution shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Appropriating all Incremental Meals and Rooms Tax Revenue Received by the City in the Fiscal Year 2025 and held in the Civic Center Fund, for the payment of the City’s Obligations in Said Fiscal Year under the Financing Agreement.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, In accordance with the New Hampshire Revised Statutes Annotated, the Board of Mayor and Aldermen established on the books of the City the Civic Center Fund; and

WHEREAS, the portion of Meals and Rooms Tax Revenue paid to the City by the State of New Hampshire which covers the City’s share of the costs of constructing the Manchester Civic Center in accordance with RSA 78-A shall be held in the Civic Center Fund; and

WHEREAS, in accordance with the terms of the Financing Agreement between the City and the Manchester Housing and Redevelopment Authority dated as of March 1, 2000 (the “Financing Agreement”), the City must appropriate funds held in the Civic Center Fund to meet its obligations under the Financing Agreement;

NOW, THEREFORE, be it resolved as follows:

That a sufficient portion of the Incremental Meals and Rooms Tax Revenue received by the City in the Fiscal Year 2025 be held in the Civic Center Fund and appropriated for the payment of the City’s obligations in said fiscal year in accordance with the terms of the Financing Agreement. All remaining Meals and Rooms Tax Revenue shall be transferred to the General Fund.

RESOLVED that this Resolution shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Appropriating to the Manchester School Food and Nutrition Services Program the sum of \$5,819,971 from School Food and Nutrition Services Revenues for the Fiscal Year 2025.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of Five Million, Eight Hundred Nineteen Thousand, Nine Hundred Seventy-One Dollars (\$5,819,971) from School Food and Nutrition Services revenues shall hereby be appropriated to the Manchester School Food and Nutrition Services program for the Fiscal Year 2025 as follows:

RESTRICTED FUNDS: Subject to the approval of the Manchester Board of School Committee.

\$5,819,971

RESOLVED that this Resolution shall take effect upon its passage.

*City of Manchester
New Hampshire*

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Raising Monies and Making Appropriations of \$185,401,207 for the Fiscal Year 2025.”

Page 1 of 2

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of One Hundred Eighty-Five Million, Four Hundred One Thousand, Two Hundred and Seven Dollars (\$185,401,207) plus the County Tax be taken from such unappropriated money as may now be in the City Treasury or may hereafter come into it, and the balance by tax upon the estates liable to be taxed in said City and by tax on polls, or from other source, shall be appropriated as follows:

General Government - Agencies

Aldermen	\$70,000
Assessors	\$855,269
City Clerk	\$1,209,490
Economic Development Office	\$191,725
City Solicitor	\$2,020,103
Finance Department	\$1,246,508
Information Systems	\$2,223,386
Mayor	\$298,859
Youth Services	\$659,442
Human Resources	\$815,496
Planning & Community Development	\$2,548,264
Tax Collector	\$821,200
Fire Department	\$25,566,970
Police Department	\$32,166,107
Health Department	\$2,143,856
Homeless Stability	\$2,200
Public Works Department	\$33,887,822
Welfare Department	\$1,130,321
Library	\$2,461,215
Central Fleet Management	\$3,910,903
Subtotal Agencies:	\$114,229,136

Continued on page 2

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Raising Monies and Making Appropriations of \$185,401,207 for the Fiscal Year 2025.”

Page 2 of 2

General Government - Non-Departmental Items

Health Insurance _____	\$15,913,720
Dental Insurance _____	\$827,084
Life Insurance _____	\$71,186
Disability Insurance _____	\$60,771
Workers Compensation – Salary _____	\$684,000
Workers Compensation – Medical _____	\$1,783,654
Casualty & General Liability _____	\$1,575,000
Fire Retirement _____	\$6,940,582
Police Retirement _____	\$7,855,300
City Retirement _____	\$12,463,986
FICA _____	\$3,482,824
Unemployment _____	\$25,000
Tuition Reimbursement _____	\$50,000
Severance _____	\$1,000,000
Street Lighting _____	\$828,834
Contingency _____	\$308,000
Civic Contributions and Programs _____	\$124,871
Southern NH Planning Commission _____	\$78,385
Manchester Public Television _____	\$470,674
Cash CIP Projects _____	\$463,200
Employees Medical Services _____	\$65,000
Maturing Debt _____	\$11,300,000
Interest on Maturing Debt _____	\$4,800,000
<i>Subtotal Non-Departmental</i> _____	<i>\$71,172,071</i>
 GRAND TOTAL (Agencies and Non-Departmental) _____	 \$185,401,207

RESOLVED that this Resolution shall take effect upon its passage.

*City of Manchester
New Hampshire*

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Appropriating to the Central Business Service District the sum of \$258,000 from Central Business Service District Funds for the Fiscal Year 2025.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That the sum of Two Hundred Fifty-Eight Thousand Dollars (\$258,000) from Central Business Service District funds shall be hereby appropriated to the Central Business Service District for the Fiscal Year 2025 as follows:

RESTRICTED FUNDS: Subject to the approval of the Planning Director.

Expenses	_____	\$258,000
TOTAL	_____	\$258,000

RESOLVED that this Resolution shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Continuation of the Central Business Service District.”

Page 1 of 3

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, The establishment of Central Business Service Districts are authorized under provision of RSA 31:120 through RSA 31:125; and

WHEREAS, The Board of Mayor and Aldermen have further authorized the establishment of such districts and has set forth procedures for the same in Chapter 37 of the Code of Ordinance; and

WHEREAS, The Board of Mayor and Aldermen, after consultation with and on the recommendation of an Advisory Board of owners and tenants within the proposed District, find that a Central Business Service District should be continued:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN:

THAT, The recommended boundaries of the District within which services will be provided and assessments made on the property are:

Beginning at a point at the intersection of River Road and west North Street; thence easterly along West North Street and continuing along North Street to Bay Street; thence southerly along Bay Street to Sagamore Street; thence along Sagamore Street to a point at the rear property line of property at 1631 Elm Street (Rite-Aid); thence generally southerly along the rear property line of property at 1631 Elm Street (Rite-Aid) to Pennacook Street; thence westerly along Pennacook Street to an alley – Elm Street East Back; thence southerly along Elm Street East Back Alley to Blodgett Street; thence westerly along Blodgett Street to an alley – Elm Street East Back; thence southerly along Elm Street East Back Alley to Brook Street; thence easterly along Brook Street to Temple Court;

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Continuation of the Central Business Service District.”

Page 2 of 3

thence southerly along Temple Court to Harrison Street;
 thence westerly along Harrison Street to the rear of the building at
 1415 Elm Street (the “Sears Building” so-called);
 thence southerly along the rear of the building at 1415 Elm Street
 (the “Sears Building” so-called) to Prospect Street;
 thence continuing southerly along the rear property line of 1331-
 1375 Elm Street to Myrtle Street;
 thence continuing southerly along an alley – North Church Street
 to Orange Street;
 thence easterly along Orange Street to Chestnut Street;
 thence southerly along Chestnut Street to Bridge Street;
 thence easterly along Bridge Street to Pine Street;
 thence southerly along Pine Street to Manchester Street;
 thence westerly along Manchester Street to Chestnut Street;
 thence southerly along Chestnut Street to Auburn Street;
 thence westerly along Auburn Street to Willow Street
 thence southerly along Willow Street to Valley Street
 thence easterly along Valley Street to Elm Street.
 thence southerly along Elm Street, including only those properties
 with a border on Elm Street, to Queen City Avenue
 thence westerly along the middle of Queen City Avenue to the
 Queen City Bridge
 thence northerly along the Merrimack River to the existing CBSD
 border at the “Trestle Bridge”
 thence northerly along the Merrimack River to the Amoskeag
 Dam;
 thence easterly from the Amoskeag Dam on a line extending to
 River Road;
 thence northerly along River Road to West North Street, said point
 also being the point of beginning.

THAT,

The District is to include all properties within the described
 boundaries.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Continuation of the Central Business Service District.”

Page 3 of 3

- THAT, That the assessed values of the properties for purposes of assessments be established in accordance with the property tax maps and records as maintained by the Board of Assessors.
- THAT, Services to be provided within the District consist of daily cleaning, maintenance and inspection of incidental repairs within the right-of-way in the District and such other services as determined by the Advisory Board.
- THAT, The District assessment for Fiscal Year 2025 shall be established in the Fall of 2024 by the Assessor’s Office at a rate sufficient to raise the approved budget of \$258,000.
- THAT, The District assessment shall be made against the owners of all commercial, all industrial and residential properties of five units or more, (excluding multi-unit condominium properties).

RESOLVED that this Resolution shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Four

A RESOLUTION

“Authorizing the Finance Officer to Make Certain Budgetary Closings for the Fiscal Year 2024.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

- I. That the Finance Officer be hereby authorized to make all necessary transfers, carry-forwards and closings, to balance the departmental accounts and all other accounts for the Fiscal Year 2024 and to submit to the Board of Mayor and Aldermen for their approval, at a future date, all such transfers, carry-forwards and closings executed by her department.

- II. Resolved that this resolution shall take effect upon its passage.