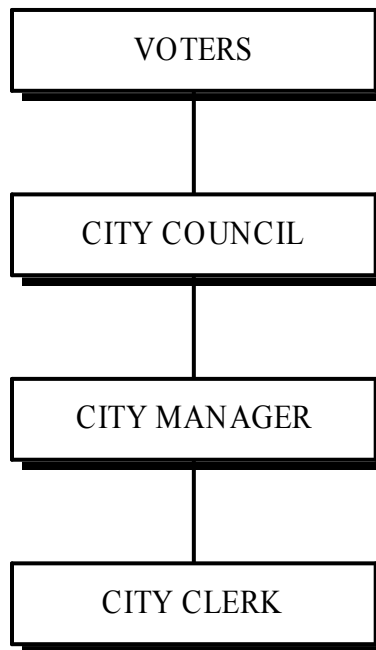


CITY COUNCIL

MISSION

The City Council is the legislative policy-making body of Concord's municipal government.

CITY COUNCIL
TABLE OF ORGANIZATION



CITY COUNCIL**PROGRAM HIGHLIGHTS**

SERVICE INDICATORS

No service indicators are being provided for this section.

CY 2012-2013 PRIORITIES

Members of City Council met on January 23, 2012 to discuss and set priorities for the remainder of CY 2012, as well as CY 2013. The following items are the top priorities members of Council chose for 2012-2013. Responsible Fiscal Management is the guiding principal pertaining to all priorities listed below.

1. Balanced Budget Issues: FY 2012 and FY 2013
 - Retirement Costs
 - Grant Writing
 - Collective Bargaining and Contract Negotiations
 - Strategic Financial Planning
2. Tax Base Expansion – Community-wide
3. Information Technology / Website Development / Social Media/ City Council Agenda
4. Redevelopment Assistance / Historic Preservation Incentives
5. Maintain Core Services / Employee Training Incentives
6. Continue to Create and Expand Partnerships (particularly in regards to Recreation and Economic Development opportunities)

CY 2012-2013 PROJECTS

1. Opportunity Corridor Economic Development Initiatives
 - South Main Street
 - Penacook Village
 - Downtown 2nd & 3rd Floor Redevelopment
 - North Central Corridor / Storrs Street Connection
2. Citywide Multi-Generational Community Center

ONGOING INITIATIVES

1. North State Street / Fisherville Road / Village Street Corridor Improvements
2. Langley Parkway – Next Phase Planning and Permitting
3. Penacook Village Redevelopment
4. City Hall Campus / Public Building Improvements and Long-Term Planning
5. Sewalls Falls Bridge
6. Expand Street Rehabilitation Program
7. Hall Street Wastewater Treatment Plant Odor Control Program
8. Advance Creative Economy Work
9. Loudon Road Improvements
10. Library Opportunities

PROGRAM HIGHLIGHTS**CITY COUNCIL**

CY 2012-2013 GOALS STATUS**GOAL 1. BALANCED BUDGET ISSUES****a) Retirement Costs**

The City is part of the NH Retirement System (NHRS) and is mandated to follow the statutory employee and employer rate structures established by the NHRS Board of Trustees.

Currently, the actuarial assumed rate of return for the NHRS is 7.75%. Prior to July 1, 2011, it was 8.5%. While the pre-July 1, 2011 retirement board took action in May 2011 to increase employer rates for July 1, 2011, to reflect the new assumed rate of return, the subsequent new board voted to only increase employer rates as of July 1, 2013. The new retirement rates were made public by the NHRS in September 2012. The estimated impact to the City is nearly \$1.1 million, of which slightly more than \$1 million will be allocated to the General Fund.

By way of update to the legal challenges to the NHRS, on August 31, 2012, the NH Supreme Court denied a municipality, school district and county coalition challenging the State law which increased mandatory employer contribution rates to the NHRS for police, fire and teachers. The Supreme Court held that the increased contribution rates do not violate Article 28-a of the New Hampshire Constitution.

There are four additional lawsuits pending at the Superior Court level challenging various legislative changes to certain definitions under the Retirement System statute, as well as the increase to the employee contribution rates for NHRS applicable wages. The Legal Department is tracking these cases. At this juncture, the overall effect of these cases to municipalities is uncertain.

b) Grant Writing

Since January 2012, the City has secured the following grants:

- \$4.71 million for the Downtown Complete Streets Project;
- \$200,000 for cleanup of the Allied Leather / Amazon Realty sites;
- \$500,000 for construction of the new Friendly Kitchen facility;
- \$500,000 for renovation and expansion of the Concord Boys & Girls Club;
- \$10,000 for removal of petroleum-contaminated soils at 6-9 South Commercial Street (former Agway);
- \$365,000 from the Justice Assistance Grant (JAG) Program for Police personnel, cruisers, and equipment;
- \$12,000 for a needs assessment study of the Merrimack Valley Day Care Services facility on North Fruit Street;
- \$30,000 for development of a “village zoning district” in Penacook; and
- \$18,000 from the NH Charitable Foundation for miscellaneous improvements to the City’s neighborhoods.

In addition, the Police Department currently manages three grants through the COPS Program, which provides funding for four police officer positions. These awards fund each of these positions for a period of three years each. The Police Department is responsible for assuming funding of each of these positions for 12 months following the conclusion of the grant funding. The Police Department participates in the Ballistic Vest Partnership Program, which provides 50% of funding for the Department’s purchase of ballistic vests.

CITY COUNCIL

PROGRAM HIGHLIGHTS

The Police Department also receives funding through the NH Highway Safety Agency to conduct initiatives designed to keep the City’s roadways safer. These initiatives include enhanced enforcement patrols on Loudon Road, downtown pedestrian safety patrols, school bus safety patrols, DWI patrols, DWI checkpoints, and seatbelt enforcement patrols.

The City signed an agreement with eCivis for a grant writing system that will provide staff the ability to quickly access applicable grants and easily apply for them. This program is being shared amongst several City Departments and is expected to provide significant return on investment in the form of additional grant dollars.

e) Collective Bargaining / Contract Negotiations

The City is currently in negotiations with both the Concord Fire Officers Association (CFOA 3195) and the Concord Police Supervisors Association (CPSA). The CFOA contract expired on June 30, 2012. The CPSA contract expired on December 31, 2012, as they last negotiated a two-year contract agreeing to a 0% cost of living adjustment in the first year and a 0.5% cost of living adjustment in the second year. Negotiations with CPSA began in September 2012 and are ongoing at this time.

Below are the most recent cost of living increases provided for all City bargaining units.

Bargaining Unit	CY/FY08	CY/FY09	CY/FY10	CY/FY11	CY/FY12	CY/FY13	Contract Exp.
AFSCME (CY)	1.50%	2.00%	2.00%	0.00%	0.50%	0.50%	12/31/2013
CPPA (CY)	2.50%	2.50%	2.00%	0.00%	0.50%	0-1.5%	12/31/2013
CPSA (CY)	2.50%	2.50%	2.00%	0.00%	0.50%	TBD	12/31/2012
IAFF 1045 (FY)	*	*	2.43%	2.00%	0.00%	0.00%	6/30/2014
CFOA 3195 (FY)	3.43%	*	2.43%	2.00%	2.00%	TBD	6/30/2012
UAW (CY)	2.00%	2.00%	0.00%	0.50%	0.50%	0.50%	12/31/2013

*IAFF and CFOA moved to the City’s pay scale in July 2008 and January 2009, respectively.

d) Strategic Financial Planning

The City has many of the tools in place to plan and project the City’s finances. There are fiscal goals (with a request from the City’s Fiscal Policy Advisory Committee [FPAC] to propose a substantial update and consolidation), multi-year Capital Improvement Program budgeting, proformas for all funds, and monthly / quarterly financial reporting for ongoing operations. A strong strategic financial plan will bring all of these issues together. FPAC received an initial draft version of a Strategic Financial Plan in September 2012. A more detailed Strategic Financial Plan was presented to FPAC in February 2013. FPAC is holding this plan in committee for continued future discussion.

GOAL 2. COMMUNITY-WIDE TAX BASE EXPANSION

- The City was recognized as the #1 micropolitan economy in the United States in 2012, per the Policom Research Corporation.
- The Planning Division has drafted a new waiver provision which will be before City Council for a public hearing in June 2013.

PROGRAM HIGHLIGHTS**CITY COUNCIL**

- Plans are underway for a Mexican restaurant to occupy the former Outback Steakhouse space on Loudon road.
- City Council approved a zoning amendment to allow Northeast Delta Dental to develop a conference center across from their corporate headquarters.
- City Council approved a zoning amendment on Integra Drive that will facilitate industrial development.
- Ocean State Job Lot occupied the former Linens N' Things retail space, ending over two years of vacancy.
- Men's Wearhouse, Great Clips and Sprint stores were built on D'Amante Drive.
- Planning Division staff has drafted and presented to the Planning Board a revision to the City's Cluster Development / Open Space ordinance with the goal to ease onerous development restrictions and streamline conservation efforts.
- Buffalo Wild Wings restaurant was completed at 8 Loudon Road. Construction on adjacent new commercial space is underway.
- The Concord Nissan dealership was renovated, and the Concord Kia dealership is proposed for renovation.
- The re-built Burger King and new CVS on Loudon Road have opened.
- A proposal for a 31,000 SF retail center with a 5,000 SF fast food/casual restaurant on City and State property near the Steeplegate Mall is being reviewed for possible Planning Board action in 2013.

GOAL 3. INFORMATION TECHNOLOGY**a) Website Development**

The new City website was launched on February 14, 2013, and continues to be adapted and modified as we match our business processes with the demand for online services from the citizens. Promotion marketing continued throughout the spring and extensive in-house training is being provided to employees to maximize their capabilities.

b) Social Media

Several City departments continue to pursue social media as productivity and promotional tools for their services. We now have Facebook pages for the main City site, Library, Parking, Parks and Recreation, Beaver Meadow Golf Course, and Police and Fire; as well as other media integrations, such as Twitter feeds and media posting to YouTube. The expansion of social media services is being designed to maximize the potential of the new website, along with promoting City services.

c) City Council Agenda

The Fiscal Policy Advisory Committee has reviewed using surplus funds to pursue a dedicated electronic agenda and minutes software package. City Council approved the requested funding at the January 2013 Council Meeting. The City will be looking into a summer 2013 "go live" date for the new system.

GOAL 4. REDEVELOPMENT ASSISTANCE / HISTORIC PRESERVATION

Staff drafted proposed amendments to RSA 79-E, designed to provide additional property tax relief incentives for historic preservation. The Mayor is working with City Administration to have the proposed changes reviewed by local property owners and developers, as well as the Heritage Commission, in anticipation of possibly submitting the amendments for consideration by the State.

CITY COUNCIL**PROGRAM HIGHLIGHTS**

GOAL 5. MAINTAIN CORE SERVICES / EMPLOYEE TRAINING INITIATIVES**a) Fire Department**

The State of New Hampshire received an unprecedented grant in the amount of \$4.4 million to augment training and certification levels of the State's first responders. Fire Department staff have been taking classes in several special rescue disciplines, including water rescue, rope rescue, confined space operations, and trench rescue, as well as hazardous materials and incident command and safety classes. Classes began in April 2012 and continued through early 2013. As of the end of October 2012, Fire Department members received almost 4,000 hours of training focused on basic firefighting skills in ladder raises and personal protective equipment, ice rescue equipment reviews, and emergency medical services recertification classes.

Training in the third quarter focused on responder safety. Two of the Department's four shifts attended a cancer prevention class focused on risks in the fire service. The other two shifts will attend the class during the fourth quarter. The Fire Department also made a commitment to train all of its members in the nationally recognized Fireground Survival Program. Department members completed an online course followed by a classroom presentation on responding to emergency scene risks. The fourth quarter training schedule includes several practical skill stations to complete the survival training.

The State of New Hampshire published new emergency care and treatment protocols in January 2013, and all members completed a protocol rollout training session and online examination.

b) Human Resources

The Human Resources Department has increased supervisory and leadership training to City staff. So far this year, the Department has undertaken the initiative to develop and provide a series of trainings in areas such as Family and Medical Leave Act (FMLA) administration, discipline and documentation, and policy compliance. The Department also initiated the following specific initiatives in FY 2013:

- Training of supervisory staff regarding the American Disability Act Amendment Act.
- Increased American Heart Association Heartsaver/First Aid classes for non-uniformed staff members.
- Development of training to launch the new employee recruitment software.
- Targeted safety training based on policy updates and revisions.
- Development of civility training.
- Development of a training program to deal with potentially threatening situations in the workplace.
- Employee Assistance Program supervisory refresher training.

c) Police Department

The Police Department recently had one employee complete the Polygraph Examiner Training course at Fort Indiantown Gap in Annville, PA. This 12-week intensive course provided training on the administration of polygraph exams. The Department utilizes polygraph exams for hiring purposes and criminal investigations. The Department currently has two examiners who are trained to administer exams and they conduct between 30 and 45 exams every year. This officer was the first officer to receive polygraph training since 2006. Grant funding was utilized to cover the cost of sending the officer to this training.

PROGRAM HIGHLIGHTS**CITY COUNCIL**

On September 29, 2012, the Concord Police Department, in conjunction with the Central NH Special Operations Unit, the Concord Fire Department, and other agencies participated in an Active Shooter Full Scale Exercise. This exercise was conducted at Merrimack Valley High School and involved an active shooter scenario at the school. The purpose of this exercise was to test several tiers of operability to include the Police Department's initial response to an active shooter, the Fire Department's response to a mass casualty incident, the Mutual Aid response both for law enforcement and EMS, and SWAT response to a hostage situation. In addition, the drill allowed for the evaluation of communications and interoperability, as well as the implementation of an incident command. Approximately 25 members of the Police Department participated in the exercise, which was fully funded through a grant from the U.S. Department of Homeland Security.

During the fall of 2012, five officers attended the NH Attorney General's Domestic Violence and Sexual Assault Conference. The Department also created a Domestic Violence Unit with the first officer being assigned to the unit in December 2012. This officer has been maintaining data on all domestic violence related calls for service and then follows up with victims to assist in the coordination of any services which may be helpful to the victim. This officer works closely with domestic violence service providers in the community, as well as with victim advocates at the Concord District Court. The Domestic Violence Unit officer has also made several presentations to various community groups that address the problem of domestic violence in the community and that provide information about available resources to help those in domestic violence situations.

The Police Department conducted extensive research to develop a plan to improve capabilities in handling calls for service involving people in mental health crisis. Following this research, the Department established a "Memphis Model" Crisis Intervention Team. Critical in developing the Department's strategies was input from key stakeholders in the community including Riverbend, the New Hampshire Hospital, Community Bridges, and NAMI.

In January 2013, the Department hosted a Crisis Intervention Team training course. This training occurred at Primex and was attended by officers from communities around New Hampshire, in addition to Concord Police Department personnel. The Department's Crisis Intervention Team currently consists of six officers and one sergeant. The Department is in the process of implementing methods of tracking team activity, as well as documenting successes and shortcomings that may need to be addressed.

GOAL 6. CREATE / EXPAND PARTNERSHIPS (particularly in regard to Economic Development and Recreation)**a) Economic Development**

- The City's Revolving Loan Fund partnered with the Capital Regional Development Council to make a \$325,000 loan to support the Bindery Redevelopment Project. The City's share of the loan was \$175,000.
- The City, working with the NH Department of Employment Security, has issued a Request for Proposals seeking a buyer to purchase and redevelop the soon to be surplus property at 32 South Main Street. Proposals were due on April 16, 2013.
- Staff is working with the State of New Hampshire to determine the future of State-owned property at 247-249 Pleasant Street.
- The City Council has tentatively selected a development partner for the remaining portion of the former Allied Leather Tannery site.

CITY COUNCIL

PROGRAM HIGHLIGHTS

- Working with the Greater Concord Chamber of Commerce, the City plans to apply for up to \$1.5 million in tax credits from the NH Community Development Finance Authority to support the Downtown Complete Streets Project.

PROGRAM HIGHLIGHTS**CITY COUNCIL****b) Recreation**

- The City continues in its multiyear agreement with the Black Ice Pond Hockey Committee, with the goal of this partnership being to expand and enhance outdoor skating in Concord.
- H.L. Turner Group is working on the design for the new multipurpose building at White Park. They are doing this pro bono with a value of \$40,000. The plan was presented to the City Council at its January 2013 meeting and was unanimously accepted.
- The Parks and Recreation Department continues its relationship with the Concord Crush Lacrosse League, handling all registrations for the league. The Department will also be handling registration for Concord Babe Ruth Baseball for the 2013 season.

PROJECT 1. OPPORTUNITY CORRIDOR ECONOMIC DEVELOPMENT**a) South Main Street**

The Bindery Project has secured all required financing and development approvals. A groundbreaking ceremony was held on June 28, 2012. The project is currently under construction and is slated for completion in July 2013.

b) Penacook Village

The design for the US Route 3 Corridor (North) Improvement Project – Phase 5 (FY 2013) project is underway. A ground survey was completed in early 2012 prior to a Penacook Village design charette. Staff held a public meeting in early December to review design and gather input prior to bringing the design before City Council in December. The project is scheduled for 2013 construction, including improvements from the Boscawen town line to Stark Street.

c) Downtown 2nd/3rd Floor Development

In spring 2012, the City Council approved two RSA 79-E tax abatements for renovation of the Endicott Hotel by CATCH Neighborhood Housing. The project involves renovation of the fire damaged building into 25 market rate residential units, as well as commercial retail space on the ground floors. The residential portion of the building received a nine-year RSA 79-E abatement, while commercial portions received an abatement for seven years. Construction is currently underway.

d) North Central Corridor / Storrs Street Connection

On June 8, 2012, the City acquired property at 6-9 South Commercial Street, known as the former Agway property. Demolition of the buildings was completed in late November. To date, the City's total investment in the property is approximately \$560,000. Staff is presently negotiating with the owners of the remaining parcel in the corridor to acquire this land to move the project forward.

PROJECT 2. CITYWIDE MULTI-GENERATIONAL COMMUNITY CENTER

The City took ownership of the old Dame School in January 2013, and the Parks and Recreation Department moved their offices from White Park to the new Heights Community Center in March. The Department renovated several bathrooms and classrooms for community use and began running programs at the facility in April. Many of their summer camps will be located in the new space as well.

ONGOING INITIATIVE 1. NORTH STATE ST./FISHERVILLE RD./VILLAGE ST. IMPROVEMENTS

Construction of the Phase 4a/4b improvements (Palm Street to Penacook Street) was expected to be completed in December. Adjustments to project elements, the application of the final wearing course and the installation of the traffic signal at McGuire Street will be done in spring/summer 2013.

CITY COUNCIL**PROGRAM HIGHLIGHTS**

Council approved the relocation and burying of overhead utilities and bridge repair work for downtown Penacook. This work will be done in 2013. As a result, Phase 5 of the project – from the Boscawen town line to Stark Street – will be postponed until the 2014 construction season.

ONGOING INITIATIVE 2. LANGLEY PARKWAY – NEXT PHASE

As part of an ongoing public/private partnership, the Langley Parkway – Phase 3 Traffic and Environmental Feasibility Study is underway. The study is focusing on traffic impacts along the corridor and through existing intersections including Auburn Street, Penacook Street, Rumford Street, and North State Street. Additionally, environmental and cultural impacts are being assessed to determine permitting requirements for the future project.

ONGOING INITIATIVE 3. PENACOOK VILLAGE REDEVELOPMENT

On April 26, 2012, the City acquired property at 5-11 Canal Street. This 0.38 acre site has approximately 250 linear footage of frontage on the Contoocook River and will become a new riverfront park once redevelopment of the remaining portion of the Allied Leather Tannery site moves forward.

On June 11, 2012, the City Council accepted a \$200,000 Brownfields Cleanup Sub-Grant from the Capital Regional Development Council and appropriated the required 20% match. With this additional grant, the total cleanup budget for the remaining portion of the Allied Leather Complex, as well as the Amazon Realty parcels, is \$960,000. Cleanup will begin in spring 2013.

On October 5, 2012, the City received development proposals for the site. On November 13, 2012, the City Council designated Weston Solutions as the “preferred developer” for the site and authorized the City Administration to enter into a six-month due diligence and negotiating period with Weston. During the due diligence period, the City will undertake preliminary design for a new riverfront park, rehabilitation and expansion of the Canal Street Municipal Parking Lot, as well as reconstruction of a portion of Canal Street (between Village Street and Community Drive). In addition, the City will complete due diligence and preliminary designs for potential renovation of the former waterproofing building at the property into a new Branch Library. Consulting proposals for the design of the Library, as well as the associated river front park, were received in early March 2013. It is anticipated that due diligence and preliminary design will be completed in late FY 2013.

On December 12, 2012, the Allied Leather site was enrolled in the NH Department of Environmental Services (NHDES) Oil Discharge and Disposal Cleanup (ODD) Fund Program. This will allow the City to access up to \$1.5 million for cleanup of residual petroleum contamination at the property. In addition, the City Administration submitted an application seeking reimbursement for \$172,000 spent on petroleum issues at the property since 2002, as these costs should have been paid by the NHDES ODD Fund Program.

With respect to the US Route 3 Corridor Project (CIP #35), Engineering staff has completed the survey of the Penacook Village project area and final design is underway. A design charette was sponsored by City staff in March and April 2012, where the well-attended public voiced concerns, thoughts and ideas of what the Village should represent in the future. A final public meeting on the design was held in December. The design was presented to City Council at its January meeting and was unanimously accepted. The project is scheduled for 2013 construction, including improvements from the Boscawen town line to Stark Street.

City Administration has provided extensive assistance to the Merrimack Valley School District (MVSD) relative to divestment of the Summer Street School. City assistance has included crafting a redevelopment plan, assistance with valuing the property (including updating the property’s assessment), and aid with preparing a Request for Proposals

PROGRAM HIGHLIGHTS**CITY COUNCIL**

package for the site. The RFP was issued last fall and no proposals were received. Presently, the MVSD plans to place the property on the open market with an asking price in the low \$200s.

CITY COUNCIL**PROGRAM HIGHLIGHTS**

ONGOING INITIATIVE 4. CITY HALL CAMPUS/PUBLIC BUILDING IMPROVEMENTS

On October 15, 2011, the City acquired property at 10 Prince Street. Subsequently, on June 11, 2012, the City Council approved a series of agreements with the Concord Housing Development Corporation (CHDC) whereby the CHDC shall lease 10 Prince Street for up to ten years, as well as secure ownership of 16 and 18 Prince Street (pending negotiations with current owners). The City will then have the right to acquire 16 and 18 Prince Street in the future if so required for expansion of the City Hall campus. CHDC acquired 18 Prince Street on June 14, 2012.

On August 15, 2012, the City entered into a 10-year lease for 6,145 square feet of office space located at 28 Commercial Street to house the Human Services Department and the Prosecutor's Office. The space was renovated to suit the City's unique needs. Renovation costs were approximately \$128,000. The City took occupancy of the space on October 22, 2012. A total projected lease cost for the next 10 years is approximately \$1,230,000, excluding certain utility and maintenance expenses.

ONGOING INITIATIVE 5. SEWALLS FALLS BRIDGE

Final design of the bridge project is underway. The initial phases of the design include a detailed bridge structural evaluation by the design consultant. The evaluation has been completed and reports have been reviewed with both FHWA and NHDOT.

Staff presented findings to City Council in August 2012 and recommended that, in light of the report findings indicating extensive work required, limited remaining fatigue life, and concerns with fracture critical members, previous alternatives considered should be re-evaluated. Engineering staff continued its evaluation of alternatives with the design consultant and has been attending the NHDOT cultural and natural resources review meetings, presenting the findings to the Concord Heritage Commission. Final alternative review was presented at a public meeting in January 2013, and City Council accepted a staff recommendation to replace the bridge at its February 2013 meeting. Engineering staff continues to complete the environmental and cultural permitting in advance of proceeding to final design.

ONGOING INITIATIVE 6. EXPAND STREET REHABILITATION PROGRAM

To maintain our local roadway network of 220 miles of streets, the General Services Department has established programmatic level estimates for three paving cycles:

- 20-Year Paving Cycle: \$3.2 million
- 25-Year Paving Cycle: \$2.6 million
- 30-Year Paving Cycle: \$2.2 million

ONGOING INITIATIVE 7. HALL STREET WASTEWATER TREATMENT PLANT ODOR CONTROL

Construction bids were received and publicly opened on July 26, 2012 for the next phase of the odor control program. The planned improvements include installing a cover over the active bio-tower and influent pumping area and constructing an in-ground bio-filter control unit to mitigate odors. The City awarded the contract on September 28, 2012 to T. Buck Construction of Auburn, Maine. Construction is anticipated to begin in the spring with an anticipated substantial completion date of October 16, 2013. The subsequent phase of odor control is scheduled to be designed in FY 2015 and to be constructed in FY 2016. This next project includes full surface covers of the primary clarifiers and expansion of the in-ground bio-filter to accommodate additional airflow. The General Services Department has implemented a pilot odor monitoring program where it installs a remote device at various locations to monitor hydrogen sulfide.

PROGRAM HIGHLIGHTS**CITY COUNCIL**

ONGOING INITIATIVE 8. ADVANCE CREATIVE ECONOMY WORK

City staff is working with the Greater Concord Chamber of Commerce and Creative Concord to explore the feasibility of a community-led effort to include Abbot-Downing coaches as exhibits on Main Street.

City Council has implemented policy allowing for the limited serving of alcohol on City rights of way and properties that are envisioned to increase participation at a number of cultural/artistic/sporting/recreational events in the community.

ONGOING INITIATIVE 9. LOUDON ROAD IMPROVEMENTS

Following notice in April 2012 by NHDOT and FHWA that the Loudon Road Corridor Project was determined to be eligible for Highway Safety Improvement Program (HSIP) funding (90% Federal / 10% Local), staff has been working closely with the City Manager's Office to reach out to Loudon Road business leaders to inform them of the pending project. A detailed public review program is being developed and it is expected that the project will be presented to the public in 2013, in advance of Council review of the FY 2014 Capital Improvement Program. Construction is not expected to begin until the completion of the Loudon Road water main reconstruction (CIP #85), which is programmed for the 2013 construction season.

Engineering staff received notice of award for Highway Safety Improvement Program grant funds for the first phase of the project. The HSIP (90% Federal / 10% Local) project includes a roadway conversion from four lanes to three lanes along Loudon Road, from Hazen Drive to D'Amante Drive. The first phase of the project is valued at \$1.525 million and is programmed in both the City's and the State's FY 2014 Capital Improvement Programs. Final design, including a public review process, is expected in 2013. Actual construction isn't expected until the 2014 construction season.

ONGOING INITIATIVE 10. LIBRARY OPPORTUNITIES

On November 13, 2012, the City Council, as part of the selection of a developer for the former Allied Leather Tannery site, authorized the City Administration to undertake due diligence and preliminary design concerning potential renovation of the "former waterproofing" building at the site into a new Branch Library for Penacook Village. A Request for Proposals for design services was issued in early February 2013. Proposals were received on March 5, 2013. Staff plans to engage a consultant on or about April 1, 2013.

Due diligence and preliminary design will be completed in late FY 2013. Staff plans to work with the public, as well as stakeholders (including the Library Foundation, Library Trustees, Friends of the Penacook Library, Penacook Village Association, and others) to create a space program for the facility. Staff anticipates presenting the findings of this effort to the City Council in late FY 2013 or early FY 2014.

On November 13, 2012, the City Council also instructed the City Administration to draft the forthcoming Developer Request for Proposals (RFP) package to include the possibility of a public/private partnership to facilitate the construction of a new Main Library at the NH Employment Security property located at 32-34 South Main Street. The Developer RFP was issued in January 2013. Proposals are due on April 16, 2013.

CITY COUNCIL**BUDGET DETAIL**

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 BUDGETED	2013 ESTIMATED	2014 BUDGET
APPROPRIATIONS						
COMPENSATION	\$16,167	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
OUTSIDE SERVICES	\$5,492	\$4,008	\$5,050	\$6,450	\$5,900	\$7,950
SUPPLIES	\$4,208	\$4,397	\$4,394	\$5,000	\$4,000	\$5,000
INSURANCES	\$171	\$201	\$170	\$210	\$200	\$160
FRINGE BENEFITS	\$1,237	\$1,262	\$1,224	\$1,230	\$1,230	\$1,230
Total	\$27,275	\$25,868	\$26,839	\$28,890	\$27,330	\$30,340

<u>POSITION TITLE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Mayor	1.0	1.0	1.0	1.0
Councilors-At-Large	4.0	4.0	4.0	4.0
Ward Councilors	<u>10.0</u>	<u>10.0</u>	<u>10.0</u>	<u>10.0</u>
Total	15.0	15.0	15.0	15.0

Note: These positions listed above are not included in City-wide FTE staffing summary.

FUNDING IMPACT

CITY COUNCIL

This budget contains no significant funding changes.

CITY COUNCIL

NOTES
