

**City of Saratoga Springs**  
**Surplus and Fund Balance as of December 31, 2015**  
**General Fund - Operating Budget**

**What is surplus?**

- Surplus is the excess of revenues over expenses, calculated for the current period.
  - If expenses are greater than revenues, it is called a Deficiency.

<b>General Fund</b>	<b>2015</b> Amounts	<b>2014</b> Amounts	<b>2013</b> Amounts	<b>2012</b> Amounts
12/31 <u>Revenues</u> - Actual amounts collected	\$ 43,952,033	\$ 41,283,865	\$ 41,585,774	\$ 39,207,838
Less: 12/31 <u>Expenditures</u> - Actual amounts expended	\$ 43,140,528	\$ 41,192,783	\$ 38,846,104	\$ 37,002,501
<b>Surplus/(Deficiency)</b>	<b>\$ 811,505</b>	<b>\$ 91,082</b>	<b>\$ 2,739,670</b>	<b>\$ 2,205,337</b>

**What is Fund Balance and how is it calculated?**

- Fund balance is the *accumulation* of revenues minus expenditures. It is the total of *all* the yearly operating surpluses/deficits for a particular fund over time.
  - One way to calculate fund balance is to add the annual surplus/(deficit) to the prior year fund balance.

<b>General Fund</b>	<b>2015</b> Amounts	<b>2014</b> Amounts	<b>2013</b> Amounts	<b>2012</b> Amounts
<b>Surplus/(Deficiency)</b>	<b>\$ 811,505</b>	<b>\$ 91,082</b>	<b>\$ 2,739,670</b>	<b>\$ 2,205,337</b>
Beginning Fund Balance - prior year Fund Balance	\$ 15,530,496	\$ 15,439,414	\$ 12,699,744	\$ 10,524,728
Prior Period Adjustment - Decrease Fund Balance	\$ 199,200	\$ -	\$ -	\$ (30,321)
<b>12/31 Fund Balance</b>	<b>\$ 16,541,201</b>	<b>\$ 15,530,496</b>	<b>\$ 15,439,414</b>	<b>\$ 12,699,744</b>

**City of Saratoga Springs**  
**Surplus and Fund Balance as of December 31, 2015**  
**General Fund - Operating Budget**

**Surplus and Fund Balance**

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**What is Fund Balance and how is it broken down?**

- Fund balance is the *accumulation* of revenues minus expenditures. It is the total of *all* the yearly operating surpluses/deficits for a particular fund over time. Fund balance is the amount available for future spending, and is adjusted annually for either the surplus or deficiency.
- Fund balance can be either 'restricted' or 'unrestricted'. When calculating fund balance, restricted items are allocated first: nonspendable items, restrictions, commitments or assignments. Whatever amount is remaining is the unrestricted unassigned fund balance.
- Unlike nonspendables, restrictions, commitments, or assignments, the City Council may use a portion of the positive unrestricted unassigned fund balance at it's own discretion, subject to the requirements outlined in the Fund Balance Policy.

<b>Restrictions/Assignments</b>	<b>2015</b> Amounts	<b>2014</b> Amounts	<b>2013</b> Amounts	<b>2012</b> Amounts
Non Spendable	\$ 966,711	\$ 1,045,452	\$ 1,045,580	\$ 901,143
Restricted - Retirement Reserve	\$ 738,630	\$ 637,935	\$ 472,592	
Restricted - Insurance Reserve	\$ 175,842	\$ 175,530	\$ 130,010	
Restricted - Capital Reserves	\$ 1,172,980	\$ 957,264	\$ 1,214,786	\$ 1,269,421
Restricted - Tax Stabilization Reserve	\$ 1,504,824	\$ 1,503,230	\$ 1,502,227	\$ 1,501,439
Other Restricted Fund Balance	\$ 78,789	\$ 78,709	\$ 78,631	\$ 78,552
Assigned Appropriated Fund Balance for Next Year's Budget	\$ 300,000	\$ 380,000	\$ 483,000	\$ 550,000
Assigned Unappropriated Fund Balance - Encumbrances/Assignments	\$ 2,243,927	\$ 2,950,311	\$ 2,694,516	\$ 2,237,284
<b>Total Restrictions/Assignments</b>	<b>\$ 7,181,703</b>	<b>\$ 7,728,431</b>	<b>\$ 7,621,342</b>	<b>\$ 6,537,839</b>
<b>Unrestricted Unassigned Fund Balance</b>	<b>\$ 9,359,498</b>	<b>\$ 7,802,065</b>	<b>\$ 7,818,072</b>	<b>\$ 6,161,905</b>
<b>12/31 Fund Balance</b>	<b>\$ 16,541,201</b>	<b>\$ 15,530,496</b>	<b>\$ 15,439,414</b>	<b>\$ 12,699,744</b>

(Reserves plus Unrestricted/Unassigned Fund Balance)

# City of Saratoga Springs

## Fund Balance Excess Calculation-General Fund For Fiscal Year 2015

### What is Fund Balance Excess?

➤ Fund balance excess is set by policy established by the Finance Dept and approved by City Council. The GENERAL Fund balance excess policy applies to one kind of fund balance: **Unrestricted Unassigned.**

➤ **General Fund** fund balance excess is as follows:

**Acceptable Range: 10% - 25% of Adopted Budget**

- If below 10%, considered a shortfall or deficiency.
- If above 25% considered a surplus or excess.
- Within 10% to 25%, no action needed.

A<sup>1</sup>      **\$9,359,498**      12/31/15 Unrestricted Unassigned Fund Balance

B<sup>2</sup>      **\$44,013,016**      2016 Adopted Budget (ensuing year)

A/B              **21.27%**      % of Adopted Budget

B\*10.0%=C      **\$4,401,302**      10% Limit-Minimum Amount

B\*25%=D      **\$11,003,254**      15% Limit-Maximum Amount

A-D      **(\$1,643,756)**      Fund Balance Excess (*negative indicates NO Excess*)

FIGURES ARE NOT AUDITED AND ARE SUBJECT TO CHANGE.

<sup>1</sup> Most recently 'audited' fiscal year, per policy.

<sup>2</sup> Ensuing year, per policy.

## 2015 YEAR-END REVENUE

**NET REVENUE OVER/(UNDER) Revised BUDGET - (\$841,931)**

2015 ADOPTED BUDGET	\$41,759,521
<b>2015 REVISED BUDGET</b>	<b>\$44,793,964</b>
<b>2015 ACTUAL REVENUE</b>	<b>\$43,952,033</b>
	<hr/>
	<b>(\$841,931)</b>

## 2015 YEAR END REVENUE

### NET REVENUE OVER/(UNDER) Revised BUDGET - (\$841,931)

#### Revenue Over Revised Budget Amounts - \$2,480,312

**\$10,000 or more --**

ACCOUNT DESCRIPTION	2015 REVISED ESTIM REV	2015 ACTUAL YTD REV	2015 OVER/(UNDER)	2014 ACTUAL YTD REV	DIFF 2015-2014	% INCR/-DECR 2015-2014
SALES TAX	\$11,098,082	\$11,610,796	\$512,714	\$11,233,907	\$376,889	3%
STATE AID CHIPS PROGRAM	\$685,603	\$1,040,874	\$355,271	\$202,427	\$838,447	414%
VLT AID	\$1,993,870	\$2,325,592	\$331,722	\$2,325,592	\$0	0%
MORTGAGE TAX	\$1,200,000	\$1,512,713	\$312,713	\$1,193,452	\$319,260	27%
INTERFUND TRANSFER	\$0	\$158,180	\$158,180	\$0	\$158,180	NA
AMBULANCE TRANSPORT CHARGES	\$775,000	\$889,070	\$114,070	\$788,057	\$101,013	13%
NYRA ADMISSIONS TAX	\$516,000	\$627,552	\$111,552	\$563,400	\$64,152	11%
REAL PROPERTY TAXES	\$16,087,646	\$16,191,423	\$103,777	\$15,719,914	\$471,508	3%
HOTEL OCCUPANCY TAX	\$550,000	\$629,626	\$79,626	\$553,828	\$75,799	14%
FRANCHISE TAX	\$500,000	\$547,064	\$47,064	\$546,949	\$115	0%
EMPLOYEE HOSPITALIZATION CONT	\$106,075	\$132,029	\$25,953	\$118,101	\$13,927	12%
FIRE INSPECTION FEES	\$57,597	\$82,775	\$25,179	\$47,485	\$35,291	74%
WORKMAN'S COMPENSATION REIMBUR	\$155,077	\$178,668	\$23,591	\$153,959	\$24,709	16%
PROJECT REVIEW FEES	\$9,000	\$30,915	\$21,915	\$15,120	\$15,795	104%
PLANNING BOARD FEES	\$110,800	\$130,981	\$20,181	\$100,563	\$30,418	30%
RENTAL ICE RINK VERNON	\$160,000	\$176,538	\$16,538	\$245,967	(\$69,429)	-28%
RENTAL CASINO,CITY HALL, DRINK	\$360,000	\$374,058	\$14,058	\$365,425	\$8,633	2%
LICENSES, BUSINESS	\$10,000	\$23,615	\$13,615	\$19,360	\$4,255	22%
STREET OPENING PERMITS	\$15,000	\$28,200	\$13,200	\$22,515	\$5,685	25%
SPECIAL EVENTS REIMB OT FIRE	\$80,000	\$91,912	\$11,912	\$88,706	\$3,206	4%
EXEMPT TO NON EXEMPT	\$20,000	\$31,040	\$11,040	\$20,029	\$11,012	55%

#### Revenue Under Revised Budget Amounts\* - (\$3,322,243)

**\$10,000 or more --**

ACCOUNT DESCRIPTION	2015 REVISED ESTIM REV	2015 ACTUAL YTD REV	2015 OVER/(UNDER)	2014 ACTUAL YTD REV	DIFF 2015-2014	% INCR/-DECR 2015-2014
USE OF ASSIGNED FUND BALANCE	\$1,134,555	\$0	(\$1,134,555)	\$0	\$0	NA
USE OF RESTRICTED FUND BALANCE	\$819,345	\$0	(\$819,345)	\$0	\$0	NA
USE OF UNASSIGNED FUND BALANCE	\$792,999	\$0	(\$792,999)	\$0	\$0	NA
NYSERDA SUSTAINABILITY GRANT	\$200,000	\$0	(\$200,000)	\$0	\$0	NA
UTILITIES TAX	\$500,000	\$423,072	(\$76,928)	\$463,665	(\$40,593)	-9%
INTERFUND TRANSFER COMM DEVELO	\$45,000	\$0	(\$45,000)	\$51,871	(\$51,871)	-100%
PARKING TICKET REVENUE	\$450,000	\$411,320	(\$38,680)	\$450,661	(\$39,341)	-9%
EMPLOYEE HOSPITALIZATION CONT	\$42,241	\$18,331	(\$23,911)	\$39,244	(\$20,913)	-53%
2016 HUD CONFERENCE	\$18,000	\$0	(\$18,000)	\$0	\$0	NA
FINANCE FEES	\$85,000	\$67,850	(\$17,150)	\$62,763	\$5,088	8%
TRUCK ENFORCEMENT FINES	\$16,000	\$0	(\$16,000)	\$4,575	(\$4,575)	-100%
COMPOST MATERIAL SALES	\$60,000	\$44,892	(\$15,108)	\$46,844	(\$1,952)	-4%
TRANSFER STATION BAGS	\$165,000	\$151,145	(\$13,855)	\$160,317	(\$9,172)	-6%
BUILDING PERMITS	\$300,000	\$287,372	(\$12,628)	\$401,432	(\$114,060)	-28%
PUBLIC SAFETTY, OTHER	\$202,683	\$192,174	(\$10,508)	\$55,821	\$136,354	244%
FIRE SERVICES	\$20,000	\$9,682	(\$10,318)	\$17,257	(\$7,576)	-44%
RENTAL ICE RINK WEIBEL	\$345,000	\$334,947	(\$10,053)	\$271,112	\$63,834	24%
HAZARDOUS WASTE REVENUE	\$10,000	\$0	(\$10,000)	\$0	\$0	NA

\*Fund balance is not included in the Current FY Actual YTD Revenue, as it has been accounted for in prior years.

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\*Fund balance is not included in the Current FY Actual YTD Revenue, as it has been accounted for in prior years.

## 2015 YEAR-END EXPENSE

**UNSPENT/UNCOMMITTED - \$1,574,416**

2015 ADOPTED BUDGET

\$41,759,521

**2015 REVISED BUDGET**

**\$46,044,476**

**2015 ACTUAL EXPENDITURES**

**\$43,140,528**

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\$2,903,948

Encumbrances\*

**\$1,329,532**

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**Amounts Unspent/Uncommitted**

**\$1,574,416**

\*Encumbrances are goods/services ordered in 2015 but received and paid for in 2016

## 2015 YEAR-END EXPENSES

### *by Category*

DESCRIPTION	2015 UNSPENT/UNCOMMITTED
Personal Services	\$612,302
Contracted Services	\$554,990
Benefits	\$218,160
Contingency/Interfund Transfer	\$137,940
Equipment	\$51,025
Interest	\$0
Principal	\$0
<b>Grand Total</b>	<b>\$1,574,416</b>

## 2015 YEAR-END EXPENSES

### *by Department*

DESCRIPTION	2015 UNSPENT/UNCOMMITTED
Public Safety Dept	\$864,319
Finance Dept	\$219,094
Public Works Dept	\$169,551
Recreation Dept	\$168,887
Mayor's Dept	\$134,594
Accounts Dept	\$17,972
<b>Grand Total</b>	<b>\$1,574,416</b>

# 2015 YEAR-END EXPENSES

## *UNSPENT/UNCOMMITTED* *by Category, Department, Sub-Dept*

<b>Personal Service</b>	<b>\$612,302</b>
<b>Mayor's Dept</b>	<b>\$13,879</b>
<b>Finance Dept</b>	<b>\$7,957</b>
<b>Public Works Dept</b>	<b>\$33,348</b>
<b>Public Safety Dept</b>	<b>\$509,684</b>
3021 POLICE DEPARTMENT CENTRAL DISP	\$24,968
3120 POLICE DEPARTMENT	\$184,821
3410 FIRE DEPARTMENT	\$232,448
<b>Accounts Dept</b>	<b>\$2,561</b>
<b>Recreation Dept</b>	<b>\$44,873</b>
7140 RECREATION EXPENSES	\$14,720
7171 INDOOR RECREATION FACILITY	\$14,293
7181 WEIBEL ICE RINK	\$10,077
<b>Contracted Services</b>	<b>\$554,990</b>
<b>Mayor's Dept</b>	<b>\$75,426</b>
1210 MAYORS OFFICE	\$19,880
1420 CITY ATTORNEY'S OFFICE	\$8,227
6611 SARATOGA CENTER FOR FAMILY	\$10,000
7520 URBAN HERITAGE AREA PROGRAM	\$9,694
8687 PLANNING AND ECONOMIC DEVELOP	\$4,940
9050 UNEMPLOYMENT INSURANCE	\$11,865
<b>Finance Dept</b>	<b>\$43,318</b>
1681 DATA PROCESSING - NETWORK	\$24,959
<b>Public Works Dept</b>	<b>\$99,677</b>
5010 STREETS	\$38,096
5111 HIGHWAY MISCELLANEOUS	\$17,663
6420 SPECIAL ASSESSMENT DISTRICT	\$11,000
9050 UNEMPLOYMENT INSURANCE	\$5,043
<b>Public Safety Dept</b>	<b>\$245,683</b>
3010 COMMISSIONER OF PUBLIC SAFETY	\$9,935
3120 POLICE DEPARTMENT	\$132,673
3310 TRAFFIC CONTROL	\$34,565
3410 FIRE DEPARTMENT	\$28,576
3620 CODE ENFORCEMENT/BUILDING	\$10,119
9050 UNEMPLOYMENT INSURANCE	\$14,242
<b>Accounts Dept</b>	<b>\$2,392</b>
<b>Recreation Dept</b>	<b>\$88,494</b>
7140 RECREATION EXPENSES	\$15,996
7171 INDOOR RECREATION FACILITY	\$9,979
7181 WEIBEL ICE RINK	\$36,672
9050 UNEMPLOYMENT INSURANCE	\$5,904

# 2015 YEAR-END EXPENSES

## *UNSPENT/UNCOMMITTED* *by Category, Department, Sub-Dept*

<b>Benefits</b>	<b>\$218,160</b>
Mayor's Dept	\$40,834
Finance Dept	\$25,979
Public Works Dept	\$35,388
Public Safety Dept	\$78,133
Accounts Dept	\$13,017
Recreation Dept	\$24,808
<b>Contingency/Interfund Transfer</b>	<b>\$137,940</b>
Finance Dept	\$137,940
9980 TRANSFER OUT	\$118,245
9990 CONTINGENCY	\$19,695
<b>Equipment</b>	<b>\$51,025</b>
Mayor's Dept	\$4,455
Finance Dept	\$3,900
Public Works Dept	\$1,138
Public Safety Dept	\$30,818
3020 PUBLIC SAFETY COMPUTER NETWORK	\$11,009
3410 FIRE DEPARTMENT	\$9,967
3625 AMBULANCE	\$6,617
Accounts Dept	\$2
Recreation Dept	\$10,711
<b>Interest</b>	<b>\$0</b>
<b>Principal</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$1,574,416</b>

# 2015 YEAR END EXPENSES

## by Selected Items, 2015-2014 Comparison

Account Description	2015 REVISED BUDGET	2015 ACTUAL EXPENDITURES	DIFFERENCE 15R-15Ac	2014 ACTUAL EXPENDITURES	DIFFERENCE ACTUALS 15-14	% INC/- DEC 15-14
<b>TOTAL Health Insurance</b>	<b>\$6,747,055</b>	<b>\$6,569,981</b>	<b>\$177,074</b>	<b>\$6,092,666</b>	<b>\$477,315</b>	<b>7.8%</b>
Mayor's Dept	\$285,731	\$247,778	\$37,953	\$244,090	\$3,688	1.5%
Finance Dept	\$216,499	\$191,694	\$24,805	\$179,485	\$12,209	6.8%
Public Works Dept	\$1,675,720	\$1,661,961	\$13,760	\$1,477,389	\$184,572	12.5%
Public Safety Dept	\$4,141,227	\$4,072,027	\$69,201	\$3,814,913	\$257,114	6.7%
Accounts Dept	\$183,205	\$173,392	\$9,813	\$166,107	\$7,285	4.4%
Recreation Dept	\$244,672	\$223,129	\$21,543	\$210,682	\$12,447	5.9%
<b>TOTAL Retirement</b>	<b>\$4,428,560</b>	<b>\$4,426,942</b>	<b>\$1,617</b>	<b>\$4,697,313</b>	<b>-\$270,371</b>	<b>-5.8%</b>
Police and Fire	\$2,751,401	\$2,750,101	\$1,299	\$3,167,521	(\$417,420)	-13.2%
Other Employees	\$1,677,159	\$1,676,841	\$318	\$1,529,792	\$147,049	9.6%
<b>TOTAL Social Security</b>	<b>\$1,634,828</b>	<b>\$1,535,990</b>	<b>\$98,838</b>	<b>\$1,442,154</b>	<b>\$93,835</b>	<b>6.5%</b>
Public Safety Dept	\$1,025,407	\$950,556	\$74,851	\$888,406	\$62,150	7.0%
Recreation Dept	\$84,787	\$75,700	\$9,088	\$69,124	\$6,576	9.5%
<b>TOTAL Utilities</b>	<b>\$554,341</b>	<b>\$506,333</b>	<b>\$48,008</b>	<b>\$472,245</b>	<b>\$34,088</b>	<b>7.2%</b>
<b>TOTAL Overtime</b>	<b>\$1,098,912</b>	<b>\$1,033,762</b>	<b>\$65,149</b>	<b>\$927,761</b>	<b>\$106,001</b>	<b>11.4%</b>
Public Works Dept	\$166,269	\$157,355	\$8,914	\$146,467	\$10,888	7.4%
Public Safety Dept	\$893,311	\$850,011	\$43,299	\$753,372	\$96,639	12.8%
<b>TOTAL Comp-time</b>	<b>\$619,444</b>	<b>\$463,898</b>	<b>\$155,546</b>	<b>\$565,041</b>	<b>(\$101,143)</b>	<b>-17.9%</b>
<b>TOTAL Pers Serv, excl SS</b>	<b>\$21,666,445</b>	<b>\$21,152,982</b>	<b>\$513,464</b>	<b>\$19,880,812</b>	<b>\$1,272,169</b>	<b>6.4%</b>
Mayor's Dept	\$1,157,004	\$1,148,184	\$8,820	\$1,082,411	\$65,773	6.1%
Finance Dept	\$731,165	\$725,776	\$5,389	\$679,983	\$45,793	6.7%
Public Works Dept	\$4,342,325	\$4,314,510	\$27,814	\$4,189,075	\$125,436	3.0%
Public Safety Dept	\$13,731,772	\$13,296,939	\$434,834	\$12,461,571	\$835,367	6.7%
Accounts Dept	\$660,588	\$659,766	\$822	\$550,891	\$108,875	19.8%
Recreation Dept	\$1,043,591	\$1,007,806	\$35,785	\$916,881	\$90,926	9.9%

# City of Saratoga Springs

## Surplus and Fund Balance as of December 31, 2014

### Water Fund

#### What is surplus?

- Surplus is the excess of revenues over expenses, calculated for the current period.
  - If expenses are greater than revenues, it is called a Deficiency.

Water Fund	2015 Amounts	2014 Amounts	2013 Amounts	2012 Amounts
12/31 <u>Revenues</u> - Actual amounts collected	\$ 3,944,659	\$ 3,360,810	\$ 3,367,121	\$ 3,047,019
Less: 12/31 <u>Expenditures</u> - Actual amounts expended	\$ 3,309,189	\$ 2,892,544	\$ 2,872,499	\$ 2,602,370
<b>Surplus/(Deficiency)</b>	<b>\$ 635,470</b>	<b>\$ 468,266</b>	<b>\$ 494,622</b>	<b>\$ 444,649</b>

#### What is Fund Balance and how is it calculated?

- Fund balance is the *accumulation* of revenues minus expenditures. It is the total of *all* the yearly operating surpluses/deficits for a particular fund over time.
  - One way to calculate fund balance is to add the annual surplus/(deficit) to the prior year fund balance.

Water Fund	2015 Amounts	2014 Amounts	2013 Amounts	2012 Amounts
<b>Surplus/(Deficiency)</b>	<b>\$ 635,470</b>	<b>\$ 468,266</b>	<b>\$ 494,622</b>	<b>\$ 444,649</b>
Beginning Fund Balance - prior year Fund Balance	\$ 2,033,585	\$ 1,565,319	\$ 1,070,697	\$ 626,048
Prior Period Adjustment - Decrease Fund Balance	\$ -	\$ -	\$ -	\$ -
<b>12/31 Fund Balance</b>	<b>\$ 2,669,055</b>	<b>\$ 2,033,585</b>	<b>\$ 1,565,319</b>	<b>\$ 1,070,697</b>

**City of Saratoga Springs**  
**Surplus and Fund Balance as of December 31, 2015**  
**Water Fund - Operating Budget**

**Surplus and Fund Balance**

<b>General Fund</b>	<b>2015</b> Amounts	<b>2014</b> Amounts	<b>2013</b> Amounts	<b>2012</b> Amounts
12/31 Revenues - Actual amounts collected	\$ 3,944,659	\$ 3,360,810	\$ 3,367,121	\$ 3,047,019
Less: 12/31 Expenditures - Actual amounts expended	\$ 3,309,189	\$ 2,892,544	\$ 2,872,499	\$ 2,602,370
<b>Surplus/(Deficiency)</b>	<b>\$ 635,470</b>	<b>\$ 468,266</b>	<b>\$ 494,622</b>	<b>\$ 444,649</b>
<b>Surplus/(Deficiency)</b>	<b>\$ 635,470</b>	<b>\$ 468,266</b>	<b>\$ 494,622</b>	<b>\$ 444,649</b>
Beginning Fund Balance - prior year Fund Balance	\$ 2,033,585	\$ 1,565,319	\$ 1,070,697	\$ 626,048
Prior Period Adjustment - Decrease Fund Balance	\$ -	\$ -	\$ -	\$ -
<b>12/31 Fund Balance</b>	<b>\$ 2,669,055</b>	<b>\$ 2,033,585</b>	<b>\$ 1,565,319</b>	<b>\$ 1,070,697</b>

**What is Fund Balance and how is it broken down?**

- Fund balance is the *accumulation* of revenues minus expenditures. It is the total of *all* the yearly operating surpluses/deficits for a particular fund over time. Fund balance is the amount available for future spending, and is adjusted annually for either the surplus or deficiency.
- Fund balance can be either 'restricted' or 'unrestricted'. When calculating fund balance, restricted items are allocated first: nonspendable items, restrictions, commitments or assignments. For the GENERAL fund, amounts remaining are the unrestricted unassigned fund balance. For the WATER and SEWER funds, amounts remaining are the Assigned fund balance.
- Unlike nonspendables, restrictions, commitments, or assignments, the City Council may use a portion of the positive Assigned Unappropriated fund balance at it's own discretion, subject to the requirements outlined in the Fund Balance Policy.

<b>Restrictions/Assignments</b>	<b>2015</b> Amounts	<b>2014</b> Amounts	<b>2013</b> Amounts	<b>2012</b> Amounts
Non Spendable	\$ 82,222	\$ 89,934	\$ 92,671	\$ 98,365
Restricted - Capital Reserves	\$ 1,534,414	\$ 1,307,650	\$ 1,112,732	\$ 763,777
Assigned Fund Balance	<b>\$ 1,052,419</b>	\$ 636,001	\$ 359,916	\$ 208,555
<b>Total Restrictions/Assignments</b>	<b>\$ 2,669,055</b>	<b>\$ 2,033,585</b>	<b>\$ 1,565,319</b>	<b>\$ 1,070,697</b>
<b>Unrestricted Unassigned Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>12/31 Fund Balance</b>	<b>\$ 2,669,055</b>	<b>\$ 2,033,585</b>	<b>\$ 1,565,319</b>	<b>\$ 1,070,697</b>

(Reserves plus Unrestricted/Unassigned Fund Balance)

# City of Saratoga Springs

## Fund Balance Excess Calculation-Water Fund For Fiscal Year 2015

### What is Fund Balance Excess?

➤ Fund balance excess is set by policy established by the Finance Dept and approved by City Council. The WATER Fund balance excess policy applies to

#### Assigned Fund Balance.<sup>1</sup>

➤ General Fund fund balance excess is as follows:

#### Acceptable Range: 10% - 25% of Adopted Budget

- If below 10%, considered a shortfall or deficiency.
- If above 25% considered a surplus or excess.
- Within 10% to 25%, no action needed.

A<sup>2</sup>      **\$1,052,419**      12/31/15 Assigned Fund Balance

B<sup>3</sup>      **\$3,745,255**      2016 Adopted Budget (ensuing year)

A/B      **28.10%**      % of Adopted Budget

B\*10.0%=C      **\$374,526**      10% Limit-Minimum Amount

B\*25%=D      **\$936,314**      15% Limit-Maximum Amount

A-D      **\$116,105**      Fund Balance Excess

*FIGURES ARE NOT AUDITED AND ARE SUBJECT TO CHANGE.*

<sup>1</sup> Per GASB 54, in funds other than the General Fund, residual amount of fund balance is called 'assigned fund balance'.

<sup>2</sup> Most recently 'audited' fiscal year, per policy.

<sup>3</sup> Ensuing year, per policy.

# City of Saratoga Springs

## Surplus and Fund Balance as of December 31, 2015

### Sewer Fund

#### What is surplus?

- Surplus is the excess of revenues over expenses, calculated for the current period.
  - If expenses are greater than revenues, it is called a Deficiency.

Sewer Fund	2015 Amounts	2014 Amounts	2013 Amounts	2012 Amounts
12/31 <u>Revenues</u> - Actual amounts collected	\$ 4,582,927	\$ 3,950,767	\$ 4,055,633	\$ 3,857,006
Less: 12/31 <u>Expenditures</u> - Actual amounts expended	\$ 4,065,096	\$ 3,820,883	\$ 3,742,553	\$ 3,576,519
<b>Surplus/(Deficiency)</b>	<b>\$ 517,831</b>	<b>\$ 129,884</b>	<b>\$ 313,080</b>	<b>\$ 280,487</b>

#### What is Fund Balance and how is it calculated?

- Fund balance is the *accumulation* of revenues minus expenditures. It is the total of *all* the yearly operating surpluses/deficits for a particular fund over time.
- One way to calculate fund balance is to add the annual surplus/(deficit) to the prior year fund balance.

Sewer Fund	2015 Amounts	2014 Amounts	2013 Amounts	2012 Amounts
<b>Surplus/(Deficiency)</b>	<b>\$ 517,831</b>	<b>\$ 129,884</b>	<b>\$ 313,080</b>	<b>\$ 280,487</b>
Beginning Fund Balance - prior year Fund Balance	\$ 990,724	\$ 860,840	\$ 547,760	\$ 267,273
Prior Period Adjustment - Decrease Fund Balance	\$ -	\$ -	\$ -	\$ -
<b>12/31 Fund Balance</b>	<b>\$ 1,508,555</b>	<b>\$ 990,724</b>	<b>\$ 860,840</b>	<b>\$ 547,760</b>

**City of Saratoga Springs**  
**Surplus and Fund Balance as of December 31, 2015**  
**Sewer Fund - Operating Budget**

**Surplus and Fund Balance**

<b>General Fund</b>	<b>2015</b> Amounts	<b>2014</b> Amounts	<b>2013</b> Amounts	<b>2012</b> Amounts
12/31 Revenues - Actual amounts collected	\$ 4,582,927	\$ 3,950,767	\$ 4,055,633	\$ 3,857,006
Less: 12/31 Expenditures - Actual amounts expended	\$ 4,065,096	\$ 3,820,883	\$ 3,742,553	\$ 3,576,519
<b>Surplus/(Deficiency)</b>	<b>\$ 517,831</b>	<b>\$ 129,884</b>	<b>\$ 313,080</b>	<b>\$ 280,487</b>
<b>Surplus/(Deficiency)</b>	<b>\$ 517,831</b>	<b>\$ 129,884</b>	<b>\$ 313,080</b>	<b>\$ 280,487</b>
Beginning Fund Balance - prior year Fund Balance	\$ 990,724	\$ 860,840	\$ 547,760	\$ 267,273
Prior Period Adjustment - Decrease Fund Balance	\$ -	\$ -	\$ -	\$ -
<b>12/31 Fund Balance</b>	<b>\$ 1,508,555</b>	<b>\$ 990,724</b>	<b>\$ 860,840</b>	<b>\$ 547,760</b>

**What is Fund Balance and how is it broken down?**

- ▶ Fund balance is the *accumulation* of revenues minus expenditures. It is the total of *all* the yearly operating surpluses/deficits for a particular fund over time. Fund balance is the amount available for future spending, and is adjusted annually for either the surplus or deficiency.
- ▶ Fund balance can be either 'restricted' or 'unrestricted'. When calculating fund balance, restricted items are allocated first: nonspendable items, restrictions, commitments or assignments. For the GENERAL fund, amounts remaining are the unrestricted unassigned fund balance. For the WATER and SEWER funds, amounts remaining are the Assigned fund balance.
- ▶ Unlike nonspendables, restrictions, commitments, or assignments, the City Council may use a portion of the positive Assigned Unappropriated fund balance at it's own discretion, subject to the requirements outlined in the Fund Balance Policy.

<b>Restrictions/Assignments</b>	<b>2015</b> Amounts	<b>2014</b> Amounts	<b>2013</b> Amounts	<b>2012</b> Amounts
Non Spendable	\$ 40,087	\$ 44,738	\$ 43,378	\$ 39,622
Restricted - Capital Reserves	\$ 71,575	\$ 77,468	\$ -	\$ -
Assigned Fund Balance	<b>\$ 1,396,893</b>	\$ 868,518	\$ 817,462	\$ 508,138
<b>Total Restrictions/Assignments</b>	<b>\$ 1,508,555</b>	<b>\$ 990,724</b>	<b>\$ 860,840</b>	<b>\$ 547,760</b>
<b>Unrestricted Unassigned Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>12/31 Fund Balance</b>	<b>\$ 1,508,555</b>	<b>\$ 990,724</b>	<b>\$ 860,840</b>	<b>\$ 547,760</b>

(Reserves plus Unrestricted/Unassigned Fund Balance)

# City of Saratoga Springs

## Fund Balance Excess Calculation-Sewer Fund For Fiscal Year 2015

### What is Fund Balance Excess?

➤ Fund balance excess is set by policy established by the Finance Dept and approved by City Council. The SEWER Fund balance excess policy applies to

#### Assigned Fund Balance.<sup>1</sup>

➤ Sewer Fund fund balance excess is as follows:

#### Acceptable Range: 10% - 25% of Adopted Budget

- If below 10%, considered a shortfall or deficiency.
- If above 25% considered a surplus or excess.
- Within 10% to 25%, no action needed.

A<sup>2</sup>      **\$1,396,893**      12/31/15 Assigned Fund Balance

B<sup>3</sup>      **\$4,457,656**      2016 Adopted Budget (ensuing year)

A/B      **31.34%**      % of Adopted Budget

B\*10.0%=C      **\$445,766**      10% Limit-Minimum Amount

B\*25%=D      **\$1,114,414**      15% Limit-Maximum Amount

A-D      **\$282,479**      Fund Balance Excess

*FIGURES ARE NOT AUDITED AND ARE SUBJECT TO CHANGE.*

<sup>1</sup> Per GASB 54, in funds other than the General Fund, residual amount of fund balance is 'assigned fund balance'.

<sup>2</sup> Most recently 'audited' fiscal year, per policy.

<sup>3</sup> Ensuing year, per policy.

# CITY OF SARATOGA SPRINGS

## INTERFUND LOANS - WATER AND SEWER

2005-2015

YEAR	WATER	(DEC)/INC	SEWER	(DEC)/INC	TOTAL Water & Sewer	(DEC)/INC
2005	\$34,443		\$361,118		\$395,561	
2006	\$437,655	\$403,212	\$381,154	\$20,036	\$818,809	\$423,248
2007	\$692,537	\$254,882	\$728,571	\$347,417	\$1,421,108	\$602,299
2008	\$882,956	\$190,418	\$978,674	\$250,103	\$1,861,629	\$440,521
2009	\$816,201	(\$66,754)	\$1,040,619	\$61,945	\$1,856,820	(\$4,809)
2010	\$780,835	(\$35,366)	\$1,174,926	\$134,308	\$1,955,761	\$98,941
2011	\$809,750	\$28,915	\$1,002,453	(\$172,473)	\$1,812,203	(\$143,558)
2012	\$672,663	(\$137,088)	\$763,732	(\$238,721)	\$1,436,395	(\$375,808)
2013	\$643,788	(\$28,875)	\$614,925	(\$148,807)	\$1,258,713	(\$177,682)
2014	\$253,418	(\$390,370)	\$312,883	(\$302,041)	\$566,301	(\$692,411)
2015	\$48,112	(\$205,306)	\$0	(\$312,883)	\$48,112	(\$518,189)

Decrease from highest pt. **(\$1,907,649)**

Since 12/31/2011, Interfund Loans have decreased in both the water and the sewer funds.  
2015 numbers are unaudited.