



**CITY OF
SARATOGA SPRINGS**

**OFFICE OF THE
COMMISSIONER OF FINANCE**

**Quarterly Financial Report
For The Quarter Ended
September 30, 2015**

**GENERAL FUND
EXPENSES
Mayors Dept – Detail**

3rd Quarter 2015 Budget Report Expenses: General Fund - MAYOR'S DEPARTMENT

SUB-DEPARTMENT with CATEGORY TOTALS

Note: This report is to fulfill Saratoga Springs City Charter Requirements. It is designed to assist city departments in the execution of their budgets. These figures are not audited and are on a cash basis.

ACCOUNTS FOR: A GENERAL FUND	2015 Adopted Budget	2015 Transfers Adjustments	2015 Revised Budget	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used
1 MAYOR											
1210 MAYORS OFFICE	\$142,184	\$275	\$142,459	\$101,965	\$0	\$40,495	71.6%	\$103,857	\$230	\$38,404	73.0%
1 Personal Services	\$132,718	\$0	\$132,718	\$97,385	\$0	\$35,334	73.4%	\$96,152	\$0	\$34,998	73.3%
2 Equipment	\$750	\$0	\$750	\$0	\$0	\$750	0.0%	\$1,126	\$0	\$198	85.1%
4 Contracted Services	\$8,716	\$275	\$8,991	\$4,580	\$0	\$4,411	50.9%	\$6,578	\$230	\$3,208	68.0%
1420 CITY ATTORNEY'S OFFICE	\$238,059	\$4,202	\$242,261	\$163,651	\$14,229	\$64,381	73.4%	\$96,787	\$11,637	\$123,344	46.8%
1 Personal Services	\$178,309	\$0	\$178,309	\$129,314	\$0	\$48,996	72.5%	\$91,128	\$0	\$51,840	63.7%
2 Equipment	\$250	\$0	\$250	\$0	\$0	\$250	0.0%	\$0	\$0	\$250	0.0%
4 Contracted Services	\$59,500	\$4,202	\$63,702	\$34,337	\$14,229	\$15,135	76.2%	\$5,659	\$11,637	\$71,254	19.5%
1430 HUMAN RESOURCE	\$80,898	\$0	\$80,898	\$60,091	\$0	\$20,807	74.3%	\$48,330	\$8,714	\$27,989	67.1%
1 Personal Services	\$69,973	(\$25,000)	\$44,973	\$26,705	\$0	\$18,268	59.4%	\$7,394	\$0	\$24,334	23.3%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$10,925	\$25,000	\$35,925	\$33,386	\$0	\$2,539	92.9%	\$40,936	\$8,714	\$3,656	93.1%
1431 CIVIL SERVICE	\$92,356	\$4,209	\$96,565	\$65,219	\$28	\$31,317	67.6%	\$56,473	\$5,196	\$25,578	70.7%
1 Personal Services	\$53,825	\$2,538	\$56,363	\$41,161	\$0	\$15,202	73.0%	\$32,864	\$0	\$11,785	73.6%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$5,196	\$0	100.0%
4 Contracted Services	\$13,218	\$528	\$13,746	\$9,075	\$28	\$4,643	66.2%	\$9,451	\$0	\$2,960	76.1%
8 Employee Benefits	\$25,313	\$1,143	\$26,456	\$14,984	\$0	\$11,472	56.6%	\$14,158	\$0	\$10,832	56.7%
1650 CITY PHONE SYSTEM	\$90,681	(\$4,919)	\$85,763	\$42,446	\$0	\$43,317	49.5%	\$54,422	\$0	\$21,465	71.7%
1 Personal Services	\$34,974	(\$4,919)	\$30,056	\$11,135	\$0	\$18,921	37.0%	\$25,576	\$0	\$7,504	77.3%
2 Equipment	\$10,157	\$0	\$10,157	\$7,693	\$0	\$2,464	75.7%	\$7,516	\$0	\$2,641	74.0%
4 Contracted Services	\$45,550	\$0	\$45,550	\$23,618	\$0	\$21,932	51.9%	\$21,330	\$0	\$11,320	65.3%
1910 LIABILITY INSURANCE	\$31,737	\$0	\$31,737	\$29,800	\$0	\$1,937	93.9%	\$27,039	\$0	\$0	100.0%
4 Contracted Services	\$31,737	\$0	\$31,737	\$29,800	\$0	\$1,937	93.9%	\$27,039	\$0	\$0	100.0%
1920 CONFERENCE OF MAYORS	\$6,675	\$0	\$6,675	\$6,518	\$0	\$157	97.6%	\$6,518	\$0	\$157	97.6%
4 Contracted Services	\$6,675	\$0	\$6,675	\$6,518	\$0	\$157	97.6%	\$6,518	\$0	\$157	97.6%

3rd Quarter 2015 Budget Report Expenses: General Fund - MAYOR'S DEPARTMENT

SUB-DEPARTMENT with CATEGORY TOTALS

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ACCOUNTS FOR: A GENERAL FUND	2015 Adopted Budget	2015 Transfers Adjustments	2015 Revised Budget	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used
1930 MEDICAL AND CASUALTY INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$70,000	\$0	100.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$70,000	\$0	100.0%
1989 ETHICS	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
3510 COUNTY ANIMAL SHELTER	\$6,300	\$0	\$6,300	\$4,530	\$0	\$1,770	71.9%	\$0	\$0	\$4,200	0.0%
4 Contracted Services	\$6,300	\$0	\$6,300	\$4,530	\$0	\$1,770	71.9%	\$0	\$0	\$4,200	0.0%
3620 CODE ENFORCEMENT/BUILDING	\$303,090	\$32,509	\$335,599	\$208,948	\$34,457	\$92,195	72.5%	\$203,883	\$246	\$98,656	67.4%
1 Personal Services	\$285,126	\$0	\$285,126	\$205,567	\$0	\$79,560	72.1%	\$199,525	\$0	\$59,809	76.9%
2 Equipment	\$11,539	\$32,509	\$44,048	\$363	\$34,457	\$9,228	79.0%	\$0	\$0	\$35,550	0.0%
4 Contracted Services	\$6,425	\$0	\$6,425	\$3,018	\$0	\$3,407	47.0%	\$4,358	\$246	\$3,296	58.3%
6310 FRANKLIN COMMUNITY CENTER	\$17,000	\$0	\$17,000	\$17,000	\$0	\$0	100.0%	\$16,500	\$0	\$500	97.1%
4 Contracted Services	\$17,000	\$0	\$17,000	\$17,000	\$0	\$0	100.0%	\$16,500	\$0	\$500	97.1%
6510 VETERAN'S ALLOWANCE	\$1,100	\$0	\$1,100	\$1,100	\$0	\$0	100.0%	\$1,100	\$0	\$0	100.0%
4 Contracted Services	\$1,100	\$0	\$1,100	\$1,100	\$0	\$0	100.0%	\$1,100	\$0	\$0	100.0%
6550 VIETNAM WAR ANNIVERSARY	\$5,000	\$500	\$5,500	\$500	\$0	\$5,000	9.1%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$5,000	\$500	\$5,500	\$500	\$0	\$5,000	9.1%	\$0	\$0	\$0	0.0%
6610 EOC SOUP KITCHEN	\$4,800	\$0	\$4,800	\$4,800	\$0	\$0	100.0%	\$4,800	\$0	\$0	100.0%
4 Contracted Services	\$4,800	\$0	\$4,800	\$4,800	\$0	\$0	100.0%	\$4,800	\$0	\$0	100.0%
6611 SARATOGA CENTER FOR FAMILY	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	0.0%	\$10,000	\$0	\$0	100.0%
4 Contracted Services	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	0.0%	\$10,000	\$0	\$0	100.0%

3rd Quarter 2015 Budget Report Expenses: General Fund - MAYOR'S DEPARTMENT

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6612 SARATOGA SPRINGS PRESERVATION	\$12,000	\$0	\$12,000	\$12,000	\$0	\$0	100.0%	\$12,000	\$0	\$0	100.0%
4 Contracted Services	\$12,000	\$0	\$12,000	\$12,000	\$0	\$0	100.0%	\$12,000	\$0	\$0	100.0%
6772 SENIOR CITIZENS ALLOWANCE	\$84,375	\$0	\$84,375	\$56,583	\$27,792	\$0	100.0%	\$55,584	\$27,791	\$1,000	98.8%
4 Contracted Services	\$84,375	\$0	\$84,375	\$56,583	\$27,792	\$0	100.0%	\$55,584	\$27,791	\$1,000	98.8%
6780 60+ DINING	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$6,008	\$0	\$0	100.0%
4 Contracted Services	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$6,008	\$0	\$0	100.0%
6795 BUS RENTAL	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$6,008	\$0	\$0	100.0%
4 Contracted Services	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$6,008	\$0	\$0	100.0%
7020 PARKS REC HIST PRES	\$32,295	\$0	\$32,295	\$0	\$0	\$32,295	0.0%	\$0	\$0	\$0	0.0%
1 Personal Services	\$32,295	\$0	\$32,295	\$0	\$0	\$32,295	0.0%	\$0	\$0	\$0	0.0%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
7510 CITY HISTORIAN	\$23,589	\$1,948	\$25,537	\$17,476	\$0	\$8,060	68.4%	\$15,068	\$0	\$8,821	63.1%
1 Personal Services	\$22,399	\$1,948	\$24,347	\$17,103	\$0	\$7,243	70.2%	\$14,438	\$0	\$7,961	64.5%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$1,190	\$0	\$1,190	\$373	\$0	\$817	31.3%	\$630	\$0	\$860	42.3%
7520 URBAN HERITAGE AREA PROGRAM	\$94,539	\$298	\$94,837	\$67,141	\$17,975	\$9,722	89.7%	\$71,962	\$1,604	\$25,647	74.1%
1 Personal Services	\$77,514	(\$40,153)	\$37,361	\$39,823	\$0	(\$2,462)	106.6%	\$58,477	\$0	\$18,761	75.7%
2 Equipment	\$1,250	(\$206)	\$1,044	\$68	\$262	\$714	31.6%	\$34	\$165	\$1,276	13.5%
4 Contracted Services	\$15,775	\$40,657	\$56,432	\$27,250	\$17,713	\$11,470	79.7%	\$13,451	\$1,439	\$5,610	72.6%
7530 FORSETRY GRANT VC	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$1,000	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$1,000	0.0%
7550 MEMORIAL DAY ALLOWANCE	\$2,800	\$286	\$3,086	\$3,084	\$0	\$2	99.9%	\$2,729	\$0	\$71	97.5%
4 Contracted Services	\$2,800	\$286	\$3,086	\$3,084	\$0	\$2	99.9%	\$2,729	\$0	\$71	97.5%

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7551 SOLOMON NORTHUP DAY	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
7620 SOLOMON NORTHUP DAY	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
7700 CENTENNIAL CELEBRATION	\$0	\$19,445	\$19,445	\$11,560	\$7,250	\$635	96.7%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$19,445	\$19,445	\$11,560	\$7,250	\$635	96.7%	\$0	\$0	\$0	0.0%
8090 COMMUNITY SOLAR	\$0	\$5,000	\$5,000	\$2,717	\$1,260	\$1,023	79.5%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$5,000	\$5,000	\$2,717	\$1,260	\$1,023	79.5%	\$0	\$0	\$0	0.0%
8687 PLANNING AND ECONOMIC DEVELOP	\$474,071	\$291,219	\$765,291	\$338,272	\$110,100	\$316,919	58.6%	\$365,942	\$47,447	\$201,717	67.2%
1 Personal Services	\$436,715	\$8,009	\$444,724	\$321,770	\$0	\$122,953	72.4%	\$314,950	\$0	\$81,365	79.5%
2 Equipment	\$2,000	\$26,953	\$28,953	\$6,783	\$20,148	\$2,022	93.0%	\$0	\$5,578	\$39,406	12.4%
4 Contracted Services	\$35,357	\$256,257	\$291,614	\$9,719	\$89,951	\$191,944	34.2%	\$50,992	\$41,870	\$80,947	53.4%
9010 NEW YORK STATE RETIREMENT SYST	\$145,199	\$21,066	\$166,265	\$37,598	\$0	\$128,667	22.6%	\$39,969	\$0	\$124,461	24.3%
8 Employee Benefits	\$145,199	\$21,066	\$166,265	\$37,598	\$0	\$128,667	22.6%	\$39,969	\$0	\$124,461	24.3%
9045 LIFE INSURANCE	\$881	\$0	\$881	\$568	\$0	\$313	64.5%	\$548	\$0	\$243	69.3%
4 Contracted Services	\$881	\$0	\$881	\$568	\$0	\$313	64.5%	\$548	\$0	\$243	69.3%
9050 UNEMPLOYMENT INSURANCE	\$21,060	\$0	\$21,060	\$0	\$0	\$21,060	0.0%	\$42	\$0	\$20,812	0.2%
4 Contracted Services	\$21,060	\$0	\$21,060	\$0	\$0	\$21,060	0.0%	\$42	\$0	\$20,812	0.2%
9055 DISABILITY INSURANCE	\$667	\$14	\$681	\$335	\$0	\$347	49.1%	\$248	\$0	\$237	51.1%
4 Contracted Services	\$667	\$14	\$681	\$335	\$0	\$347	49.1%	\$248	\$0	\$237	51.1%

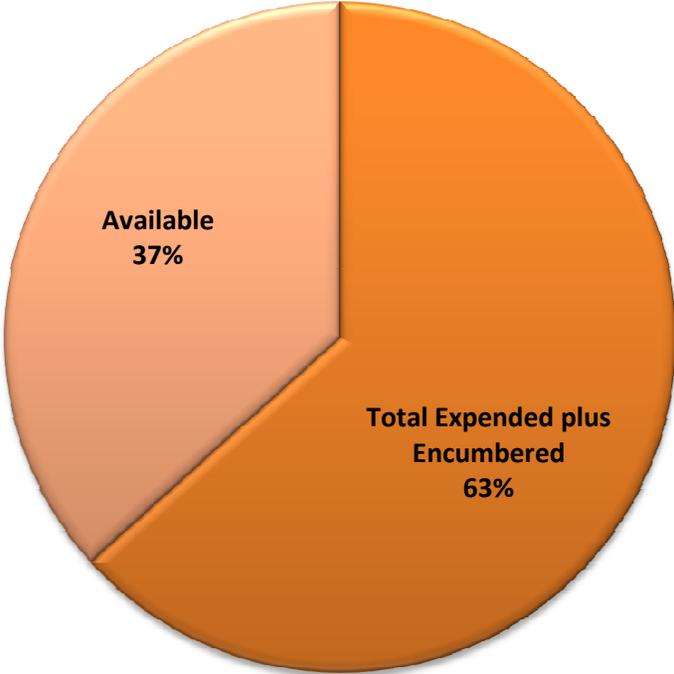
3rd Quarter 2015 Budget Report Expenses: General Fund - MAYOR'S DEPARTMENT

SUB-DEPARTMENT with CATEGORY TOTALS

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9060 HOSPITALIZATION	\$319,411	(\$14)	\$319,397	\$185,138	\$0	\$134,259	58.0%	\$181,220	\$0	\$126,360	58.9%
1 Personal Services	\$16,040	\$191	\$16,231	\$7,805	\$0	\$8,426	48.1%	\$8,657	\$0	\$4,692	64.9%
8 Employee Benefits	\$303,371	(\$205)	\$303,166	\$177,333	\$0	\$125,833	58.5%	\$172,564	\$0	\$121,668	58.6%
9089 SICK LEAVE	\$136	\$0	\$136	\$0	\$0	\$136	0.0%	\$136	\$0	\$0	100.0%
1 Personal Services	\$136	\$0	\$136	\$0	\$0	\$136	0.0%	\$136	\$0	\$0	1.0
TOTAL MAYOR	\$2,252,921	\$376,038	\$2,628,959	\$1,451,056	\$213,090	\$964,813	63.3%	\$1,387,173	\$172,865	\$850,664	64.7%

3rd Quarter 2015 General Fund Expense Budget - Mayor's Department



NOTES AND COMMENTS

1. **Purpose of this Report:** This is a report to fulfill Saratoga Springs City Charter requirements. It is designed to assist city departments in the execution of their budgets. These figures are not audited and are on a cash basis.
2. **Revenue Printed as Credit:** Revenue has a minus sign (-) as it is printed as a credit in the city financial accounting system.
3. **Comparing 2015 Expenses with Prior Years:** Year-to year variation may be evident between some items because the *total* budgets have increased or decreased. Compare both the Amounts as well as the Percents. In addition, items are sometimes re-categorized due to re-organization, auditor recommendation, or increased clarification. This can also affect year-to-year comparison.
4. **“Number of Personnel”:** Differences among quarters are due to seasonal needs, budget changes, retirements, etc.
5. **Contingency Expense Line:** Expenditures may not be charged directly to a contingency line. Funds must be transferred from this line into the line from where the expense may be charged, such as a payroll line. Accordingly, “YTD Expended” and “Percent Used” will not reflect contingency amounts utilized. See instead, columns entitled “Transfers Adjustments” and “Revised Budget” for amounts drawn out of contingency.
6. **Balanced Budget and “Carry Forward”:** The difference between total Revised Revenue and Expenses is equal to encumbrance "carried forward" from prior year.
7. **YTD Revenue Collected:** Year to date revenue collected represents moneys received *and* posted for the period 01/01/15-09/30/15.
8. **Sales Tax Data:** Sales tax data reflects payments received by the city; it does not reflect the total per the New York State collection period.