



**CITY OF
SARATOGA SPRINGS**

**OFFICE OF THE
COMMISSIONER OF FINANCE**

**Quarterly Financial Report
For The Quarter Ended
June 30, 2014**

**GENERAL FUND
EXPENSES
Mayors Dept – Detail**

2nd Quarter 2014 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	2014 Adopted Budget	2014 Transfers Adjustments	2014 Revised Budget	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used	2013 YTD Expended	2013 Encmbrncs	2013 Available Budget	2013 % Used
1 MAYOR											
1210 MAYORS OFFICE	\$140,837	\$653	\$141,490	\$70,694	\$230	\$70,567	50.1%	\$69,216	\$2,354	\$68,611	51.1%
1 Personal Services	\$131,071	\$79	\$131,150	\$63,617	\$0	\$67,533	48.5%	\$63,065	\$0	\$64,086	49.6%
2 Equipment	\$750	\$574	\$1,324	\$1,126	\$0	\$198	85.1%	\$20	\$1,000	\$730	58.3%
4 Contracted Services	\$9,016	\$0	\$9,016	\$5,951	\$230	\$2,835	68.6%	\$6,131	\$1,354	\$3,794	66.4%
1420 CITY ATTORNEY'S OFFICE	\$196,757	\$30,000	\$226,757	\$64,099	\$12,948	\$149,710	34.0%	\$86,032	\$44,409	\$129,716	50.1%
1 Personal Services	\$136,957	\$0	\$136,957	\$60,793	\$0	\$76,164	44.4%	\$67,508	\$0	\$81,772	45.2%
2 Equipment	\$250	\$0	\$250	\$0	\$0	\$250	0.0%	\$0	\$0	\$250	0.0%
4 Contracted Services	\$59,550	\$30,000	\$89,550	\$3,307	\$12,948	\$73,295	18.2%	\$18,524	\$44,409	\$47,694	56.9%
1430 HUMAN RESOURCE	\$81,713	\$3,321	\$85,033	\$37,274	\$18,980	\$28,779	66.2%	\$31,662	\$23,973	\$43,005	56.4%
1 Personal Services	\$70,738	(\$39,010)	\$31,728	\$7,394	\$0	\$24,334	23.3%	\$0	\$0	\$0	#DIV/0!
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
4 Contracted Services	\$10,975	\$42,330	\$53,305	\$29,880	\$18,980	\$4,445	91.7%	\$31,662	\$23,973	\$43,005	56.4%
1431 CIVIL SERVICE	\$82,051	\$0	\$82,051	\$36,177	\$0	\$45,874	44.1%	\$42,152	\$0	\$41,307	50.5%
1 Personal Services	\$44,649	\$0	\$44,649	\$21,746	\$0	\$22,903	48.7%	\$21,557	\$0	\$21,626	49.9%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
4 Contracted Services	\$12,412	\$0	\$12,412	\$4,255	\$0	\$8,157	34.3%	\$9,692	\$0	\$5,549	63.6%
8 Employee Benefits	\$24,990	\$0	\$24,990	\$10,176	\$0	\$14,814	40.7%	\$10,904	\$0	\$14,132	43.6%
1650 CITY PHONE SYSTEM	\$75,887	\$0	\$75,887	\$38,812	\$0	\$37,075	51.1%	\$44,281	\$1,000	\$35,876	55.8%
1 Personal Services	\$33,080	\$0	\$33,080	\$15,012	\$0	\$18,068	45.4%	\$15,102	\$0	\$17,456	46.4%
2 Equipment	\$10,157	\$0	\$10,157	\$7,516	\$0	\$2,641	74.0%	\$10,061	\$0	\$96	99.1%
4 Contracted Services	\$32,650	\$0	\$32,650	\$16,284	\$0	\$16,366	49.9%	\$19,118	\$1,000	\$18,324	52.3%
1910 LIABILITY INSURANCE	\$27,039	\$0	\$27,039	\$27,039	\$0	\$0	100.0%	\$25,072	\$0	\$2,953	89.5%
4 Contracted Services	\$27,039	\$0	\$27,039	\$27,039	\$0	\$0	100.0%	\$25,072	\$0	\$2,953	89.5%
1920 CONFERENCE OF MAYORS	\$6,675	\$0	\$6,675	\$6,518	\$0	\$157	97.6%	\$6,518	\$0	\$8	99.9%
4 Contracted Services	\$6,675	\$0	\$6,675	\$6,518	\$0	\$157	97.6%	\$6,518	\$0	\$8	99.9%

2nd Quarter 2014 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	2014 Adopted Budget	2014 Transfers Adjustments	2014 Revised Budget	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used	2013 YTD Expended	2013 Encmbrncs	2013 Available Budget	2013 % Used
1930 MEDICAL AND CASUALTY INSURANCE	\$0	\$70,000	\$70,000	\$0	\$70,000	\$0	100.0%	\$0	\$70,000	\$0	100.0%
4 Contracted Services	\$0	\$70,000	\$70,000	\$0	\$70,000	\$0	100.0%	\$0	\$70,000	\$0	100.0%
1989 ETHICS	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
3510 COUNTY ANIMAL SHELTER	\$4,200	\$0	\$4,200	\$0	\$0	\$4,200	0.0%	\$0	\$0	\$4,150	0.0%
4 Contracted Services	\$4,200	\$0	\$4,200	\$0	\$0	\$4,200	0.0%	\$0	\$0	\$4,150	0.0%
3620 CODE ENFORCEMENT/BUILDING	\$308,296	\$0	\$308,296	\$123,267	\$246	\$184,783	40.1%	\$107,702	\$207	\$154,625	41.1%
1 Personal Services	\$265,345	\$0	\$265,345	\$120,928	\$0	\$144,418	45.6%	\$103,321	\$0	\$147,129	41.3%
2 Equipment	\$35,550	\$0	\$35,550	\$0	\$0	\$35,550	0.0%	\$2,405	\$0	\$2,029	54.2%
4 Contracted Services	\$7,400	\$0	\$7,400	\$2,339	\$246	\$4,815	34.9%	\$1,977	\$207	\$5,466	28.5%
6310 FRANKLIN COMMUNITY CENTER	\$17,000	\$0	\$17,000	\$16,500	\$0	\$500	97.1%	\$8,750	\$8,250	\$0	100.0%
4 Contracted Services	\$17,000	\$0	\$17,000	\$16,500	\$0	\$500	97.1%	\$8,750	\$8,250	\$0	100.0%
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%
6610 EOC SOUP KITCHEN	\$4,800	\$0	\$4,800	\$4,800	\$0	\$0	100.0%	\$3,200	\$1,600	\$0	100.0%
4 Contracted Services	\$4,800	\$0	\$4,800	\$4,800	\$0	\$0	100.0%	\$3,200	\$1,600	\$0	100.0%
6611 SARATOGA CENTER FOR FAMILY	\$10,000	\$0	\$10,000	\$5,000	\$5,000	\$0	100.0%	\$10,000	\$0	\$0	100.0%
4 Contracted Services	\$10,000	\$0	\$10,000	\$5,000	\$5,000	\$0	100.0%	\$10,000	\$0	\$0	100.0%
6612 SARATOGA SPRINGS PRESERVATION	\$12,000	\$0	\$12,000	\$12,000	\$0	\$0	100.0%	\$8,000	\$4,000	\$0	100.0%
4 Contracted Services	\$12,000	\$0	\$12,000	\$12,000	\$0	\$0	100.0%	\$8,000	\$4,000	\$0	100.0%

2nd Quarter 2014 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	2014 Adopted Budget	2014 Transfers Adjustments	2014 Revised Budget	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used	2013 YTD Expended	2013 Encmbrncs	2013 Available Budget	2013 % Used
6772 SENIOR CITIZENS ALLOWANCE	\$84,375	\$0	\$84,375	\$34,740	\$48,635	\$1,000	98.8%	\$49,635	\$34,740	\$0	100.0%
4 Contracted Services	\$84,375	\$0	\$84,375	\$34,740	\$48,635	\$1,000	98.8%	\$49,635	\$34,740	\$0	100.0%
6780 60+ DINING	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$1,502	\$4,506	\$0	100.0%
4 Contracted Services	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$1,502	\$4,506	\$0	100.0%
6795 BUS RENTAL	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$4,506	\$1,502	\$0	100.0%
4 Contracted Services	\$6,008	\$0	\$6,008	\$6,008	\$0	\$0	100.0%	\$4,506	\$1,502	\$0	100.0%
7020 PARKS REC HIST PRES	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
7510 CITY HISTORIAN	\$23,589	\$300	\$23,889	\$9,743	\$0	\$14,146	40.8%	\$10,077	\$0	\$13,580	42.6%
1 Personal Services	\$22,399	\$0	\$22,399	\$9,236	\$0	\$13,162	41.2%	\$9,641	\$0	\$12,758	43.0%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
4 Contracted Services	\$1,190	\$300	\$1,490	\$507	\$0	\$983	34.0%	\$436	\$0	\$822	34.6%
7520 URBAN HERITAGE AREA PROGRAM	\$91,589	\$1,525	\$93,114	\$38,560	\$1,782	\$52,772	43.3%	\$42,197	\$207	\$49,468	46.2%
1 Personal Services	\$74,239	\$0	\$74,239	\$35,088	\$0	\$39,151	47.3%	\$36,509	\$0	\$36,763	49.8%
2 Equipment	\$1,475	\$0	\$1,475	\$34	\$165	\$1,276	13.5%	\$0	\$0	\$161	0.0%
4 Contracted Services	\$15,875	\$1,525	\$17,400	\$3,438	\$1,617	\$12,346	29.0%	\$5,688	\$207	\$12,544	32.0%
7530 FORSETRY GRANT VC	\$0	\$1,000	\$1,000	\$0	\$0	\$1,000	0.0%	\$2,670	\$0	\$1,000	72.8%
4 Contracted Services	\$0	\$1,000	\$1,000	\$0	\$0	\$1,000	0.0%	\$2,670	\$0	\$1,000	72.8%
7550 MEMORIAL DAY ALLOWANCE	\$2,800	\$0	\$2,800	\$2,279	\$450	\$71	97.5%	\$2,621	\$0	\$179	93.6%
4 Contracted Services	\$2,800	\$0	\$2,800	\$2,279	\$450	\$71	97.5%	\$2,621	\$0	\$179	93.6%
7551 SOLOMON NORTHUP DAY	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$0	#DIV/0!

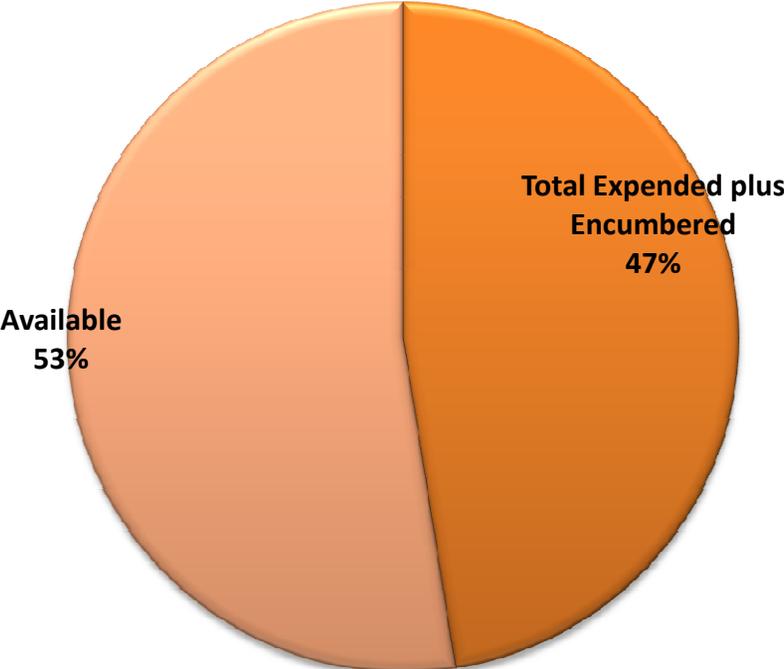
2nd Quarter 2014 Budget Report Expenses: General Fund - MAYOR'S DEPARTMENT

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	2014 Adopted Budget	2014 Transfers Adjustments	2014 Revised Budget	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used	2013 YTD Expended	2013 Encmbrncs	2013 Available Budget	2013 % Used
7620 SOLOMON NORTHUP DAY	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$600	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	\$0	\$0	\$600	0.0%
8687 PLANNING AND ECONOMIC DEVELOP	\$478,460	\$135,146	\$613,607	\$232,300	\$46,577	\$334,730	45.4%	\$199,910	\$152,813	\$216,384	62.0%
1 Personal Services	\$396,315	\$0	\$396,315	\$192,776	\$0	\$203,539	48.6%	\$191,991	\$0	\$197,866	49.2%
2 Equipment	\$42,283	\$6,200	\$48,483	\$0	\$0	\$48,483	0.0%	\$2,405	\$0	\$2,229	51.9%
4 Contracted Services	\$39,862	\$128,946	\$168,808	\$39,524	\$46,577	\$82,707	51.0%	\$5,514	\$152,813	\$16,289	90.7%
9010 NEW YORK STATE RETIREMENT SYST	\$165,800	\$0	\$165,800	\$39,969	\$0	\$125,831	24.1%	\$34,631	\$0	\$123,362	21.9%
8 Employee Benefits	\$165,800	\$0	\$165,800	\$39,969	\$0	\$125,831	24.1%	\$34,631	\$0	\$123,362	21.9%
9045 LIFE INSURANCE	\$791	\$0	\$791	\$428	\$0	\$363	54.1%	\$360	\$0	\$312	53.6%
4 Contracted Services	\$791	\$0	\$791	\$428	\$0	\$363	54.1%	\$360	\$0	\$312	53.6%
9050 UNEMPLOYMENT INSURANCE	\$21,060	(\$206)	\$20,854	\$42	\$0	\$20,812	0.2%	\$105	\$0	\$10,425	1.0%
4 Contracted Services	\$21,060	(\$206)	\$20,854	\$42	\$0	\$20,812	0.2%	\$105	\$0	\$10,425	1.0%
9055 DISABILITY INSURANCE	\$484	\$0	\$484	\$124	\$0	\$361	25.5%	\$116	\$0	\$314	26.9%
4 Contracted Services	\$484	\$0	\$484	\$124	\$0	\$361	25.5%	\$116	\$0	\$314	26.9%
9060 HOSPITALIZATION	\$307,581	\$0	\$307,581	\$120,923	\$0	\$186,658	39.3%	\$151,886	\$0	\$143,444	51.4%
1 Personal Services	\$13,349	\$0	\$13,349	\$5,696	\$0	\$7,652	42.7%	\$9,285	\$0	\$3,095	75.0%
8 Employee Benefits	\$294,232	\$0	\$294,232	\$115,226	\$0	\$179,006	39.2%	\$142,601	\$0	\$140,350	50.4%
9089 SICK LEAVE	\$0	\$136	\$136	\$136	\$0	\$0	100.0%	\$0	\$0	\$0	#DIV/0!
1 Personal Services	\$0	\$136	\$136	\$136	\$0	\$0	100.0%	\$0	\$0	\$0	#DIV/0!
TOTAL MAYOR	\$2,156,900	\$241,876	\$2,398,775	\$934,541	\$204,848	\$1,259,387	47.5%	\$943,902	\$349,561	\$1,039,317	55.4%

2nd Quarter 2014 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 2014 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 01/01/14-06/30/14.
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.