



**CITY OF  
SARATOGA SPRINGS**

**OFFICE OF THE  
COMMISSIONER OF FINANCE**

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

**GENERAL FUND  
EXPENSES  
Public Works Dept – Detail**

## 2nd Quarter 2014 Budget Report Expenses: General Fund - PUBLIC WORKS 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
<b>3 COMMISSIONER OF PUBLIC WORKS</b>											
<b>1440 CITY ENGINEER'S OFFICE</b>	<b>\$433,582</b>	<b>\$86,593</b>	<b>\$520,175</b>	<b>\$228,445</b>	<b>\$56,288</b>	<b>\$235,442</b>	<b>54.7%</b>	<b>\$211,072</b>	<b>\$307</b>	<b>\$219,273</b>	<b>49.1%</b>
1 Personal Services	\$421,632	\$17,800	\$439,432	\$209,964	\$0	\$229,468	47.8%	\$203,004	\$0	\$213,344	48.8%
2 Equipment	\$600	\$0	\$600	\$321	\$0	\$279	53.5%	\$2,405	\$0	\$1,593	60.2%
4 Contracted Services	\$11,350	\$68,793	\$80,143	\$18,160	\$56,288	\$5,694	92.9%	\$5,663	\$307	\$4,336	57.9%
<b>1490 COMMISSIONER OF PUBLIC WORKS</b>	<b>\$260,876</b>	<b>\$195,084</b>	<b>\$455,961</b>	<b>\$159,509</b>	<b>\$6,569</b>	<b>\$289,883</b>	<b>36.4%</b>	<b>\$121,650</b>	<b>\$8,975</b>	<b>\$316,164</b>	<b>29.2%</b>
1 Personal Services	\$241,451	\$2,045	\$243,496	\$117,712	\$0	\$125,784	48.3%	\$114,032	\$0	\$123,070	48.1%
2 Equipment	\$1,000	\$0	\$1,000	\$144	\$0	\$856	14.4%	\$335	\$0	\$900	27.1%
4 Contracted Services	\$18,425	\$193,039	\$211,464	\$41,653	\$6,569	\$163,242	22.8%	\$7,283	\$8,975	\$192,194	7.8%
<b>1620 CITY HALL</b>	<b>\$251,777</b>	<b>\$466</b>	<b>\$252,243</b>	<b>\$116,100</b>	<b>\$0</b>	<b>\$136,143</b>	<b>46.0%</b>	<b>\$117,366</b>	<b>\$2,375</b>	<b>\$157,177</b>	<b>43.2%</b>
1 Personal Services	\$94,777	\$2,466	\$97,243	\$47,685	\$0	\$49,558	49.0%	\$45,129	\$0	\$51,540	46.7%
2 Equipment	\$1,000	\$0	\$1,000	\$0	\$0	\$1,000	0.0%	\$0	\$0	\$1,000	0.0%
4 Contracted Services	\$156,000	(\$2,000)	\$154,000	\$68,415	\$0	\$85,585	44.4%	\$72,237	\$2,375	\$104,637	41.6%
<b>1621 DRINK HALL/SENIOR CITIZENS CEN</b>	<b>\$27,600</b>	<b>(\$2,000)</b>	<b>\$25,600</b>	<b>\$11,096</b>	<b>\$0</b>	<b>\$14,504</b>	<b>43.3%</b>	<b>\$9,564</b>	<b>\$1,910</b>	<b>\$16,126</b>	<b>41.6%</b>
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$27,600	(\$2,000)	\$25,600	\$11,096	\$0	\$14,504	43.3%	\$9,564	\$1,910	\$16,126	41.6%
<b>1622 OLD LIBRARY</b>	<b>\$5,500</b>	<b>\$0</b>	<b>\$5,500</b>	<b>\$825</b>	<b>\$0</b>	<b>\$4,675</b>	<b>15.0%</b>	<b>\$1,116</b>	<b>\$0</b>	<b>\$3,884</b>	<b>22.3%</b>
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$5,500	\$0	\$5,500	\$825	\$0	\$4,675	15.0%	\$1,116	\$0	\$3,884	22.3%
<b>1623 CITY GARAGE</b>	<b>\$565,206</b>	<b>(\$57,603)</b>	<b>\$507,603</b>	<b>\$263,206</b>	<b>\$0</b>	<b>\$244,398</b>	<b>51.9%</b>	<b>\$254,620</b>	<b>\$115</b>	<b>\$324,632</b>	<b>44.0%</b>
1 Personal Services	\$477,506	(\$57,410)	\$420,096	\$221,451	\$0	\$198,645	52.7%	\$220,007	\$0	\$267,660	45.1%
2 Equipment	\$3,000	\$0	\$3,000	\$158	\$0	\$2,842	5.3%	\$1,055	\$115	\$1,830	39.0%
4 Contracted Services	\$84,700	(\$193)	\$84,507	\$41,597	\$0	\$42,910	49.2%	\$33,558	\$0	\$55,142	37.8%
<b>1682 COURT ROOM SECOND FLOOR CH</b>	<b>\$0</b>	<b>\$614</b>	<b>\$614</b>	<b>\$603</b>	<b>\$0</b>	<b>\$10</b>	<b>98.3%</b>	<b>\$25,705</b>	<b>\$3,420</b>	<b>\$17,875</b>	<b>62.0%</b>
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$3,056	\$0	\$174	94.6%
4 Contracted Services	\$0	\$614	\$614	\$603	\$0	\$10	98.3%	\$22,649	\$3,420	\$17,700	59.6%
<b>1910 LIABILITY INSURANCE</b>	<b>\$336,273</b>	<b>(\$27,203)</b>	<b>\$309,070</b>	<b>\$249,908</b>	<b>\$0</b>	<b>\$59,162</b>	<b>80.9%</b>	<b>\$205,086</b>	<b>\$0</b>	<b>\$5,448</b>	<b>97.4%</b>
4 Contracted Services	\$336,273	(\$27,203)	\$309,070	\$249,908	\$0	\$59,162	80.9%	\$205,086	\$0	\$5,448	97.4%

## 2nd Quarter 2014 Budget Report Expenses: General Fund - PUBLIC WORKS DEPARTMENT

### SUB-DEPARTMENT with CATEGORY TOTALS

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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
<b>1930 MEDICAL AND CASUALTY INSURANCE</b>	<b>\$0</b>	<b>\$114,644</b>	<b>\$114,644</b>	<b>\$9,586</b>	<b>\$102,926</b>	<b>\$2,132</b>	<b>98.1%</b>	<b>\$6,872</b>	<b>\$100,000</b>	<b>\$43,403</b>	<b>71.1%</b>
4 Contracted Services	\$0	\$114,644	\$114,644	\$9,586	\$102,926	\$2,132	98.1%	\$6,872	\$100,000	\$43,403	71.1%
<b>5010 STREETS</b>	<b>\$2,411,713</b>	<b>(\$33,230)</b>	<b>\$2,378,483</b>	<b>\$1,155,434</b>	<b>\$133,432</b>	<b>\$1,089,617</b>	<b>54.2%</b>	<b>\$1,273,409</b>	<b>\$81,190</b>	<b>\$1,150,095</b>	<b>54.1%</b>
1 Personal Services	\$1,732,613	(\$76,364)	\$1,656,249	\$840,597	\$0	\$815,653	50.8%	\$892,342	\$0	\$828,443	51.9%
2 Equipment	\$57,000	\$44,379	\$101,379	\$28,514	\$63,843	\$9,023	91.1%	\$32,834	\$46,856	\$13,628	85.4%
4 Contracted Services	\$622,100	(\$1,245)	\$620,855	\$286,324	\$69,589	\$264,942	57.3%	\$348,233	\$34,334	\$308,023	55.4%
<b>5110 HIGHWAYS</b>	<b>\$442,036</b>	<b>\$0</b>	<b>\$442,036</b>	<b>\$212,152</b>	<b>\$0</b>	<b>\$229,884</b>	<b>48.0%</b>	<b>\$217,641</b>	<b>\$0</b>	<b>\$224,033</b>	<b>49.3%</b>
1 Personal Services	\$439,036	\$0	\$439,036	\$212,152	\$0	\$226,884	48.3%	\$217,641	\$0	\$221,033	49.6%
4 Contracted Services	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000	0.0%	\$0	\$0	\$3,000	0.0%
<b>5111 HIGHWAY MISCELLANEOUS</b>	<b>\$182,600</b>	<b>(\$0)</b>	<b>\$182,600</b>	<b>\$120,441</b>	<b>\$2,462</b>	<b>\$59,696</b>	<b>67.3%</b>	<b>\$77,778</b>	<b>\$46,856</b>	<b>\$163,711</b>	<b>43.2%</b>
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
2 Equipment	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000	0.0%	\$0	\$46,856	\$10,014	82.4%
4 Contracted Services	\$177,600	(\$0)	\$177,600	\$120,441	\$2,462	\$54,696	69.2%	\$77,778	\$0	\$153,697	33.6%
<b>5112 CHIPS</b>	<b>\$400,000</b>	<b>\$311,505</b>	<b>\$711,505</b>	<b>\$105,634</b>	<b>\$0</b>	<b>\$605,871</b>	<b>14.8%</b>	<b>\$65,615</b>	<b>\$0</b>	<b>\$584,146</b>	<b>10.1%</b>
1 Personal Services	\$94,193	\$0	\$94,193	\$30,478	\$0	\$63,715	32.4%	\$27,331	\$0	\$101,862	21.2%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$305,807	\$311,505	\$617,312	\$75,156	\$0	\$542,156	12.2%	\$38,283	\$0	\$482,284	7.4%
<b>5182 STREET LIGHTING</b>	<b>\$425,000</b>	<b>\$4,132</b>	<b>\$429,132</b>	<b>\$180,997</b>	<b>\$0</b>	<b>\$248,135</b>	<b>42.2%</b>	<b>\$201,665</b>	<b>\$2,096</b>	<b>\$234,861</b>	<b>46.5%</b>
4 Contracted Services	\$425,000	\$4,132	\$429,132	\$180,997	\$0	\$248,135	42.2%	\$201,665	\$2,096	\$234,861	46.5%
<b>5650 OFF STREET PARKING</b>	<b>\$84,110</b>	<b>\$128,311</b>	<b>\$212,421</b>	<b>\$83,346</b>	<b>\$0</b>	<b>\$129,075</b>	<b>39.2%</b>	<b>\$15,702</b>	<b>\$0</b>	<b>\$85,607</b>	<b>15.5%</b>
1 Personal Services	\$18,310	\$128,311	\$146,621	\$71,466	\$0	\$75,155	48.7%	\$0	\$0	\$18,309	0.0%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$65,800	\$0	\$65,800	\$11,880	\$0	\$53,920	18.1%	\$15,702	\$0	\$67,298	18.9%
<b>6420 SPECIAL ASSESSMENT DISTRICT</b>	<b>\$15,000</b>	<b>\$3,567</b>	<b>\$18,567</b>	<b>\$3,567</b>	<b>\$0</b>	<b>\$15,000</b>	<b>19.2%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,000</b>	<b>0.0%</b>
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$15,000	\$3,567	\$18,567	\$3,567	\$0	\$15,000	19.2%	\$0	\$0	\$15,000	0.0%

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<b>7110 PARK &amp; CASINO</b>	<b>\$349,198</b>	<b>(\$1,574)</b>	<b>\$347,624</b>	<b>\$155,704</b>	<b>\$2,751</b>	<b>\$189,169</b>	<b>45.6%</b>	<b>\$146,393</b>	<b>\$651</b>	<b>\$171,045</b>	<b>46.2%</b>
1 Personal Services	\$220,448	(\$574)	\$219,874	\$104,554	\$0	\$115,320	47.6%	\$95,572	\$0	\$89,116	51.7%
2 Equipment	\$10,000	\$819	\$10,819	\$5,819	\$0	\$5,000	53.8%	\$0	\$0	\$15,000	0.0%
4 Contracted Services	\$118,750	(\$1,819)	\$116,931	\$45,331	\$2,751	\$68,849	41.1%	\$50,821	\$651	\$66,929	43.5%
<b>7120 VETERANS WALK OF HONOR DPW</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$1,499</b>	<b>\$0</b>	<b>\$0</b>	<b>100.0%</b>
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%	\$1,499	\$0	\$0	100.0%
<b>7200 CAROUSEL</b>	<b>\$38,960</b>	<b>(\$7,482)</b>	<b>\$31,478</b>	<b>\$3,473</b>	<b>\$2,868</b>	<b>\$25,137</b>	<b>20.1%</b>	<b>\$8,546</b>	<b>\$0</b>	<b>\$28,853</b>	<b>22.8%</b>
1 Personal Services	\$18,585	\$0	\$18,585	\$3,002	\$0	\$15,583	16.2%	\$3,168	\$0	\$14,056	18.4%
4 Contracted Services	\$20,375	(\$7,482)	\$12,893	\$471	\$2,868	\$9,554	25.9%	\$5,378	\$0	\$14,797	26.7%
<b>8140 STORM WATER CARRIERS</b>	<b>\$59,123</b>	<b>\$4,664</b>	<b>\$63,787</b>	<b>\$18,342</b>	<b>\$2,000</b>	<b>\$43,445</b>	<b>31.9%</b>	<b>\$48,257</b>	<b>\$2,660</b>	<b>\$8,306</b>	<b>86.0%</b>
1 Personal Services	\$38,323	\$0	\$38,323	\$17,502	\$0	\$20,821	45.7%	\$47,677	\$0	(\$9,354)	124.4%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$20,800	\$4,664	\$25,464	\$840	\$2,000	\$22,624	11.2%	\$580	\$2,660	\$17,660	15.5%
<b>8180 TRANSFER STATION</b>	<b>\$206,607</b>	<b>\$8,672</b>	<b>\$215,279</b>	<b>\$81,237</b>	<b>\$76,336</b>	<b>\$57,706</b>	<b>73.2%</b>	<b>\$74,206</b>	<b>\$36,600</b>	<b>\$101,162</b>	<b>52.3%</b>
1 Personal Services	\$89,557	\$500	\$90,057	\$46,296	\$0	\$43,761	51.4%	\$42,845	\$0	\$44,732	48.9%
2 Equipment	\$500	\$0	\$500	\$0	\$0	\$500	0.0%	\$0	\$0	\$500	0.0%
4 Contracted Services	\$116,550	\$8,172	\$124,722	\$34,940	\$76,336	\$13,446	89.2%	\$31,360	\$36,600	\$55,931	54.9%
<b>8185 COMPOST FACILITY</b>	<b>\$87,275</b>	<b>\$0</b>	<b>\$87,275</b>	<b>\$36,661</b>	<b>\$164</b>	<b>\$50,450</b>	<b>42.2%</b>	<b>\$49,629</b>	<b>\$0</b>	<b>\$38,039</b>	<b>56.6%</b>
1 Personal Services	\$55,175	\$0	\$55,175	\$27,493	\$0	\$27,682	49.8%	\$27,178	\$0	\$27,997	49.3%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$32,100	\$0	\$32,100	\$9,168	\$164	\$22,768	29.1%	\$22,451	\$0	\$10,041	69.1%
<b>8189 STORM WATER POLLUTION PREV PLA</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
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%
<b>8190 HAZARDOUS WASTE EDUCATION</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
4 Contracted Services	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000	0.0%	\$0	\$0	\$0	0.0%

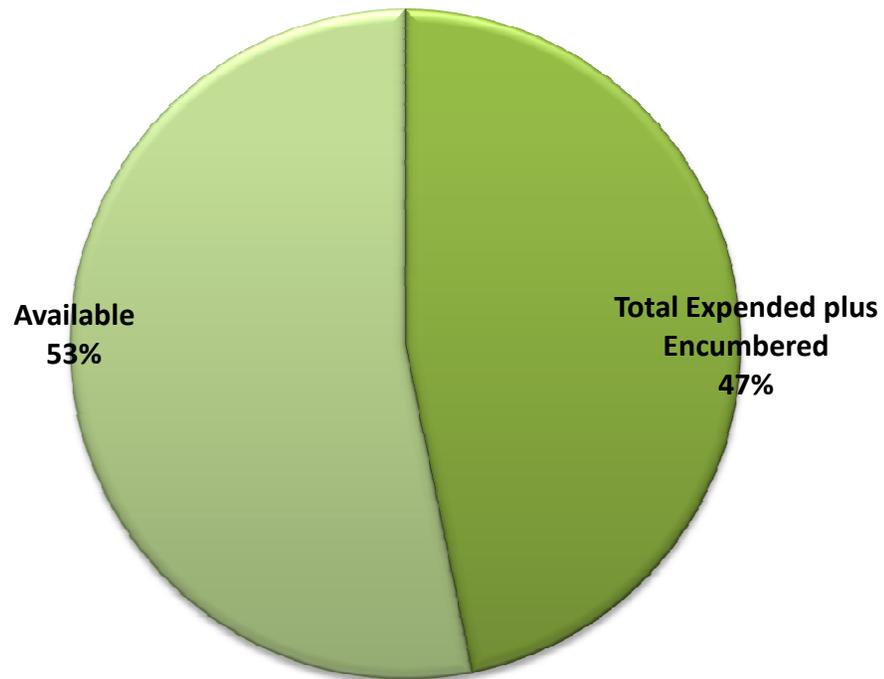
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<b>8560 TREES</b>	<b>\$192,000</b>	<b>\$6,000</b>	<b>\$198,000</b>	<b>\$109,373</b>	<b>\$0</b>	<b>\$88,627</b>	<b>55.2%</b>	<b>\$60,235</b>	<b>\$0</b>	<b>\$89,544</b>	<b>40.2%</b>
1 Personal Services	\$150,600	\$0	\$150,600	\$84,465	\$0	\$66,135	56.1%	\$55,493	\$0	\$56,886	49.4%
2 Equipment	\$26,000	(\$2,320)	\$23,680	\$7,245	\$0	\$16,435	30.6%	\$1,285	\$0	\$24,715	4.9%
4 Contracted Services	\$15,400	\$8,320	\$23,720	\$17,663	\$0	\$6,057	74.5%	\$3,458	\$0	\$7,942	30.3%
<b>8676 PUBLIC SERVICES</b>	<b>\$35,896</b>	<b>\$38,210</b>	<b>\$74,106</b>	<b>\$35,161</b>	<b>\$0</b>	<b>\$38,945</b>	<b>47.4%</b>	<b>\$2,443</b>	<b>\$8,658</b>	<b>\$13,899</b>	<b>44.4%</b>
1 Personal Services	\$0	\$2,810	\$2,810	\$2,810	\$0	\$0	100.0%	\$1,419	\$0	(\$293)	126.0%
4 Contracted Services	\$35,896	\$35,400	\$71,296	\$32,351	\$0	\$38,945	45.4%	\$1,025	\$8,658	\$14,192	40.6%
<b>8810 CEMETRY</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>0.0%</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>100.0%</b>
4 Contracted Services	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000	0.0%	\$20,000	\$0	\$0	100.0%
<b>9010 NEW YORK STATE RETIREMENT SYST</b>	<b>\$703,329</b>	<b>\$0</b>	<b>\$703,329</b>	<b>\$156,100</b>	<b>\$0</b>	<b>\$547,229</b>	<b>22.2%</b>	<b>\$135,255</b>	<b>\$0</b>	<b>\$481,796</b>	<b>21.9%</b>
8 Employee Benefits	\$703,329	\$0	\$703,329	\$156,100	\$0	\$547,229	22.2%	\$135,255	\$0	\$481,796	21.9%
<b>9045 LIFE INSURANCE</b>	<b>\$3,534</b>	<b>\$0</b>	<b>\$3,534</b>	<b>\$2,018</b>	<b>\$0</b>	<b>\$1,515</b>	<b>57.1%</b>	<b>\$1,710</b>	<b>\$0</b>	<b>\$1,687</b>	<b>50.3%</b>
4 Contracted Services	\$3,534	\$0	\$3,534	\$2,018	\$0	\$1,515	57.1%	\$1,710	\$0	\$1,687	50.3%
<b>9050 UNEMPLOYMENT INSURANCE</b>	<b>\$21,060</b>	<b>\$0</b>	<b>\$21,060</b>	<b>\$3,264</b>	<b>\$0</b>	<b>\$17,796</b>	<b>15.5%</b>	<b>\$742</b>	<b>\$0</b>	<b>\$19,258</b>	<b>3.7%</b>
4 Contracted Services	\$21,060	\$0	\$21,060	\$3,264	\$0	\$17,796	15.5%	\$742	\$0	\$19,258	3.7%
<b>9055 DISABILITY INSURANCE</b>	<b>\$2,422</b>	<b>\$0</b>	<b>\$2,422</b>	<b>\$605</b>	<b>\$0</b>	<b>\$1,817</b>	<b>25.0%</b>	<b>\$582</b>	<b>\$0</b>	<b>\$1,734</b>	<b>25.1%</b>
4 Contracted Services	\$2,422	\$0	\$2,422	\$605	\$0	\$1,817	25.0%	\$582	\$0	\$1,734	25.1%
<b>9060 HOSPITALIZATION</b>	<b>\$1,604,635</b>	<b>\$4,565</b>	<b>\$1,609,200</b>	<b>\$780,842</b>	<b>\$0</b>	<b>\$828,358</b>	<b>48.5%</b>	<b>\$854,162</b>	<b>\$0</b>	<b>\$802,218</b>	<b>51.6%</b>
1 Personal Services	\$39,831	\$0	\$39,831	\$19,503	\$0	\$20,328	49.0%	\$24,813	\$0	\$11,788	67.8%
8 Employee Benefits	\$1,564,805	\$4,565	\$1,569,370	\$761,340	\$0	\$808,030	48.5%	\$829,349	\$0	\$790,431	51.2%
<b>9089 SICK LEAVE</b>	<b>\$10,765</b>	<b>\$0</b>	<b>\$10,765</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,765</b>	<b>0.0%</b>	<b>\$6,322</b>	<b>\$0</b>	<b>\$4,443</b>	<b>58.7%</b>
1 Personal Services	\$10,765	\$0	\$10,765	\$0	\$0	\$10,765	0.0%	\$6,322	\$0	\$4,443	58.7%
<b>TOTAL COMMISSIONER OF PUBLIC WORKS</b>	<b>\$9,196,078</b>	<b>\$777,935</b>	<b>\$9,974,013</b>	<b>\$4,283,628</b>	<b>\$385,795</b>	<b>\$5,304,589</b>	<b>46.8%</b>	<b>\$4,214,840</b>	<b>\$295,813</b>	<b>\$5,323,417</b>	<b>45.9%</b>

## 2nd Quarter 2014 General Fund Expense Budget - Public Works Dept



## 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.