



**CITY OF
SARATOGA SPRINGS**

**OFFICE OF THE
COMMISSIONER OF FINANCE**

**Quarterly Financial Report
For The Quarter Ended
March 31, 2016**

**SEWER FUND
REVENUE AND EXPENSES**

1st Quarter 2016 Budget Report - OVERVIEW: Expenses and Revenue by Fund and Department

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.

Note: The difference between total Revised Revenue and total Revised Expenses is equal to encumbrance "carried forward" from prior year.

Note: Revenue has a minus sign (-) as it is printed in credit format per the city financial management system.

	EXPENSES						REVENUE				
	2016 Adopted Expense Budget	2016 Revised Expense Budget	2016 YTD Expended	2016 Encumbrances	2016 Available Budget	2016 % Used	2016 Adopted Revenue Budget	2016 Revised Est Revenue Budget	2016 YTD Revenue Collected	2016 Revenue Remaining to be Collected	2016 % Collected
A - GENERAL FUND											
Mayor's Department	\$2,308,750	\$2,669,012	\$508,335	\$557,776	\$1,602,902	39.9%	-\$629,962	-\$669,662	-\$178,069	-\$491,593	26.6%
Finance Department	\$2,938,680	\$3,039,021	\$719,041	\$165,580	\$2,154,400	29.1%	-\$37,959,724	-\$38,001,355	-\$9,253,134	-\$28,748,221	24.3%
Public Works Department	\$10,549,787	\$11,035,357	\$2,195,333	\$618,954	\$8,221,070	25.5%	-\$1,494,577	-\$1,509,436	-\$323,243	-\$1,186,193	21.4%
Public Safety Department	\$24,848,163	\$25,200,468	\$5,456,667	\$577,713	\$19,166,088	23.9%	-\$2,761,020	-\$2,784,583	-\$489,696	-\$2,294,887	17.6%
Accounts Department	\$1,052,013	\$1,173,340	\$234,115	\$142,514	\$796,710	32.1%	-\$109,117	-\$121,799	-\$40,996	-\$80,803	33.7%
Recreation Department	\$2,315,623	\$2,356,570	\$429,201	\$53,880	\$1,873,490	20.5%	-\$1,058,616	-\$1,058,616	-\$248,842	-\$809,774	23.5%
A - TOTAL GENERAL FUND	\$44,013,016	\$45,473,769	\$9,542,691	\$2,116,417	\$33,814,660	25.6%	-\$44,013,016	-\$44,145,451	-\$10,533,979	-\$33,611,472	23.9%
E - CITY CENTER AUTHORITY	\$1,662,506	\$2,059,248	\$389,349	\$409,354	\$1,260,545	38.8%	-\$1,662,506	-\$1,662,506	-\$256,736	-\$1,405,770	15.4%
F - WATER FUND	\$3,745,255	\$3,801,950	\$711,909	\$86,958	\$3,003,084	21.0%	-\$3,745,255	-\$3,745,255	-\$37,280	-\$3,707,975	1.0%
G - SEWER FUND	\$4,457,656	\$4,492,532	\$284,922	\$54,926	\$4,152,685	7.6%	-\$4,457,656	-\$4,457,656	-\$38,444	-\$4,419,213	0.9%
H - CAPITAL PROJECTS FUND	\$4,709,094	\$18,907,575	\$236,564	\$15,426,991	\$3,244,020	82.8%	-\$4,709,094	-\$4,793,085	-\$228,452	-\$4,564,634	4.8%
K - FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	NA	\$0	\$0.00	\$0.00	\$0.00	NA
P - SPECIAL ASSESSMENT DISTRICT	\$111,954	\$117,954	\$0	\$6,000	\$111,954	5.1%	-\$111,954	-\$111,954	-\$112,010	\$56	100.0%
Q - WEST AVE SPECIAL ASSESS. DIST	\$51,003	\$51,003	\$0	\$0	\$51,003	0.0%	-\$51,003	-\$51,003	-\$51,004	\$1	100.0%
V - DEBT SERVICE FUND	\$3,636,864	\$3,705,457	\$1,420,766	\$35,050	\$2,249,642	39.3%	-\$3,636,864	-\$3,705,457	-\$2,602,813	-\$1,102,645	70.2%
Y - COMMUNITY DEVELOPMENT FUND	\$0	\$0	\$64,442	\$0	-\$64,442	NA	\$0	\$0	-\$63,460	\$63,460	NA
GRAND TOTAL	\$62,387,347	\$78,609,489	\$12,650,643	\$18,135,695	\$47,823,152	39.2%	-\$62,387,347	-\$62,672,368	-\$13,924,177	-\$48,748,191	22.2%

1st Quarter 2016 Budget Report Revenue: SEWER FUND

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

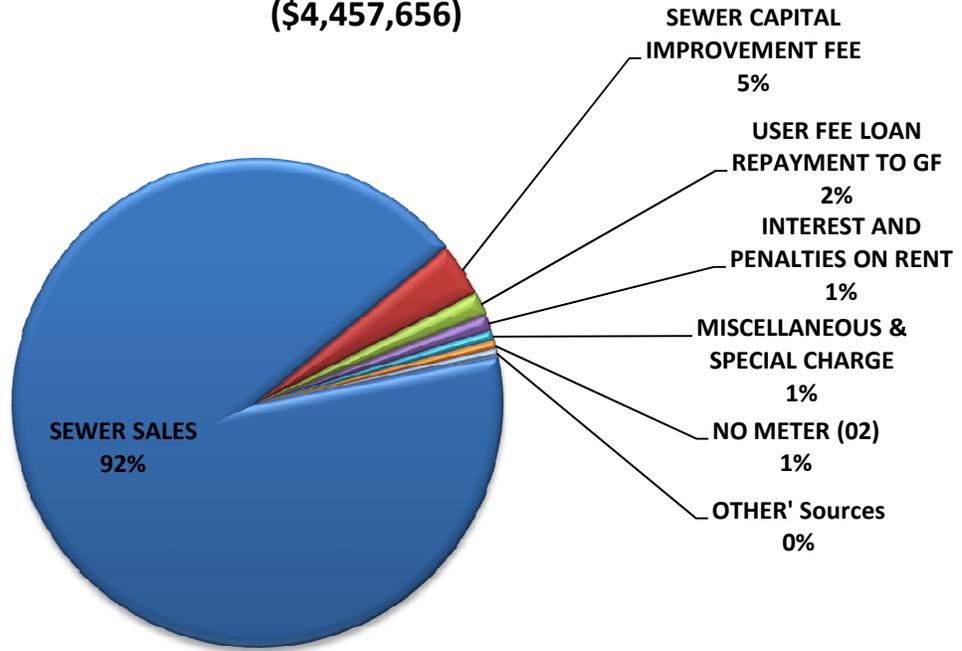
			2016 Adopted	2016 Revised	2016 YTD	2016 Revenue	2016 %	2015 YTD	2015 Revenue	2015 %
ACCOUNTS FOR: G - SEWER FUND			Est Revenue	Est Revenue	Revenue	Remaining to	Collected	Revenue	Remaining to be	Collected
					Collected	be Collected		Collected	Collected	
3 COMMISSIONER OF PUBLIC WORKS										
G013	40511	USE OF RESTRICTED FUND BALANCE	-\$4,181	-\$4,181	\$0	-\$4,181	0.0%	\$0	-\$123,470	0.0%
G013	40599	USE UNASSIGNED FUND BALANCE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G013	40962	BUDGETARY PROVISIONS FOR OTHER	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G043	42120	SEWER SALES	-\$4,104,684	-\$4,104,684	\$3,808	-\$4,108,492	-0.1%	\$2,817	-\$3,940,132	-0.1%
G043	42122	MISCELLANEOUS & SPECIAL CHARGE	-\$30,000	-\$30,000	\$0	-\$30,000	0.0%	\$0	-\$30,000	0.0%
G043	42124	BUILDING CHARGES (01)	-\$8,000	-\$8,000	\$25	-\$8,025	-0.3%	\$30	-\$8,030	-0.4%
G043	42125	NO METER (02)	-\$25,000	-\$25,000	\$0	-\$25,000	0.0%	\$0	-\$25,000	0.0%
G043	42127	DEAD SERVICE (06)	-\$400	-\$400	\$0	-\$400	0.0%	\$38,903	-\$39,303	-9725.8%
G043	42128	INTEREST AND PENALTIES ON RENT	-\$50,000	-\$50,000	-\$39,742	-\$10,258	79.5%	-\$37,651	-\$12,349	75.3%
G043	42131	SEWER CAPITAL IMPROVEMENT FEE	-\$157,168	-\$157,168	\$57	-\$157,225	0.0%	-\$38,842	\$38,842	0.0%
G043	42189	USER FEE LOAN REPAYMENT TO GF	-\$68,792	-\$68,792	\$18	-\$68,810	0.0%	\$0	-\$66,144	0.0%
G043	42770	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G053	43901	COUNTY SEWER DISTRICT BILLING	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G063	42401	INTEREST ON INVESTMENTS	\$0	\$0	-\$25	\$25	0.0%	-\$20	\$20	0.0%
G073	42590	PERMITS	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G093	42680	INSURANCE RECOVERY	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G093	42681	HOSP REIMB CONRA	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G093	42682	EMPLOYEE HOSPITALIZATION CONT	-\$9,273	-\$9,273	-\$2,548	-\$6,726	27.5%	-\$2,836	-\$3,947	41.8%
G093	42690	WORKMAN'S COMPENSATION REIMBUR	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G093	42692	DISABILITY CONTRIBUTION EMPLOY	-\$158	-\$158	-\$37	-\$121	23.2%	-\$37	-\$93	28.2%
G103	42701	REFUND CURRENT YEAR EXPENSE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G103	42702	REFUND PRIOR YEAR EXPENSE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G143	45033	INTERFUND TRANSFER	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
TOTAL SEWER FUND			-\$4,457,656	-\$4,457,656	-\$38,444	-\$4,419,213	0.9%	-\$37,635	-\$4,209,607	0.9%

1st Quarter 2016 Budget Report Revenue: SEWER FUND - Most to Least by Adopted Budget

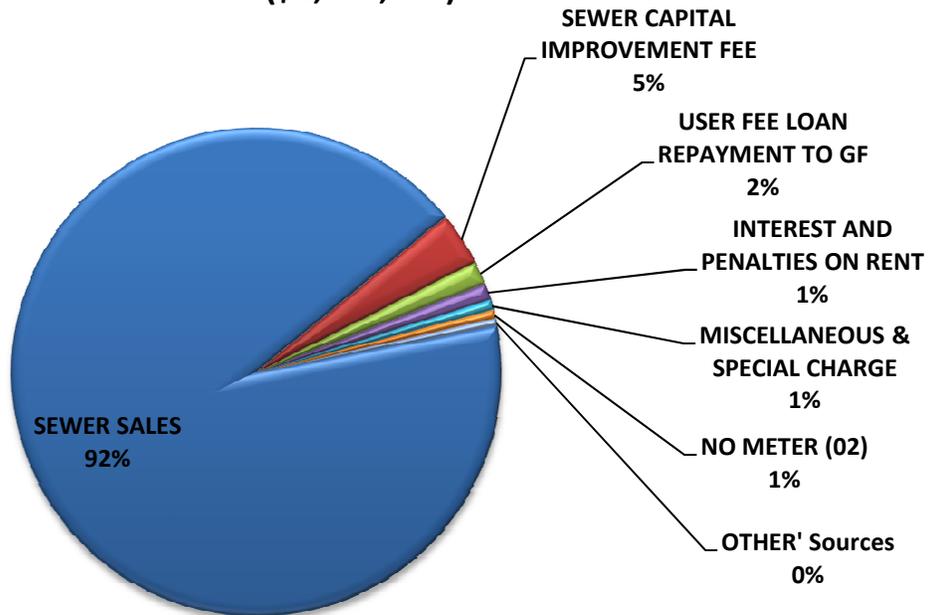
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		2016 Adopted Est Revenue	2016 Revised Est Revenue	2016 YTD Revenue Collected	2016 Revenue Remaining to be Collected	2016 % Collected	2015 YTD Revenue Collected	2015 Revenue Remaining to be Collected	2015 % Collected	
ACCOUNTS FOR: G - SEWER FUND										
3 COMMISSIONER OF PUBLIC WORKS										
MAIN Sources:										
G043	42120	SEWER SALES	-\$4,104,684	-\$4,104,684	\$3,808	-\$4,108,492	-0.1%	\$2,817	-\$3,940,132	-0.1%
G043	42131	SEWER CAPITAL IMPROVEMENT FEE	-\$157,168	-\$157,168	\$57	-\$157,225	0.0%	-\$38,842	\$38,842	0.0%
G043	42189	USER FEE LOAN REPAYMENT TO GF	-\$68,792	-\$68,792	\$18	-\$68,810	0.0%	\$0	-\$66,144	0.0%
G043	42128	INTEREST AND PENALTIES ON RENT	-\$50,000	-\$50,000	-\$39,742	-\$10,258	79.5%	-\$37,651	-\$12,349	75.3%
G043	42122	MISCELLANEOUS & SPECIAL CHARGE	-\$30,000	-\$30,000	\$0	-\$30,000	0.0%	\$0	-\$30,000	0.0%
G043	42125	NO METER (02)	-\$25,000	-\$25,000	\$0	-\$25,000	0.0%	\$0	-\$25,000	0.0%
		<i>sub-total</i>	<i>-\$4,435,644</i>	<i>-\$4,435,644</i>	<i>-\$35,859</i>	<i>-\$4,399,785</i>		<i>-\$73,676</i>	<i>-\$4,034,783</i>	
'OTHER' Sources:										
G093	42682	EMPLOYEE HOSPITALIZATION CONT	-\$9,273	-\$9,273	-\$2,548	-\$6,726	27.5%	-\$2,836	-\$3,947	41.8%
G043	42124	BUILDING CHARGES (01)	-\$8,000	-\$8,000	\$25	-\$8,025	-0.3%	\$30	-\$8,030	-0.4%
G013	40511	USE OF RESTRICTED FUND BALANCE	-\$4,181	-\$4,181	\$0	-\$4,181	0.0%	\$0	-\$123,470	0.0%
G043	42127	DEAD SERVICE (06)	-\$400	-\$400	\$0	-\$400	0.0%	\$38,903	-\$39,303	-9725.8%
G093	42692	DISABILITY CONTRIBUTION EMPLOY	-\$158	-\$158	-\$37	-\$121	23.2%	-\$37	-\$93	28.2%
G013	40599	USE UNASSIGNED FUND BALANCE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G013	40962	BUDGETARY PROVISIONS FOR OTHER	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G043	42770	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G053	43901	COUNTY SEWER DISTRICT BILLING	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G063	42401	INTEREST ON INVESTMENTS	\$0	\$0	-\$25	\$25	0.0%	-\$20	\$20	0.0%
G073	42590	PERMITS	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G093	42680	INSURANCE RECOVERY	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G093	42681	HOSP REIMB CONRA	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G093	42690	WORKMAN'S COMPENSATION REIMBUR	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G103	42701	REFUND CURRENT YEAR EXPENSE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G103	42702	REFUND PRIOR YEAR EXPENSE	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
G143	45033	INTERFUND TRANSFER	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	0.0%
		<i>sub-total</i>	<i>-\$22,012</i>	<i>-\$22,012</i>	<i>-\$2,584</i>	<i>-\$19,428</i>		<i>\$36,041</i>	<i>-\$174,823</i>	
		TOTAL SEWER FUND	-\$4,457,656	-\$4,457,656	-\$38,444	-\$4,419,213	0.9%	-\$37,635	-\$4,209,607	0.9%

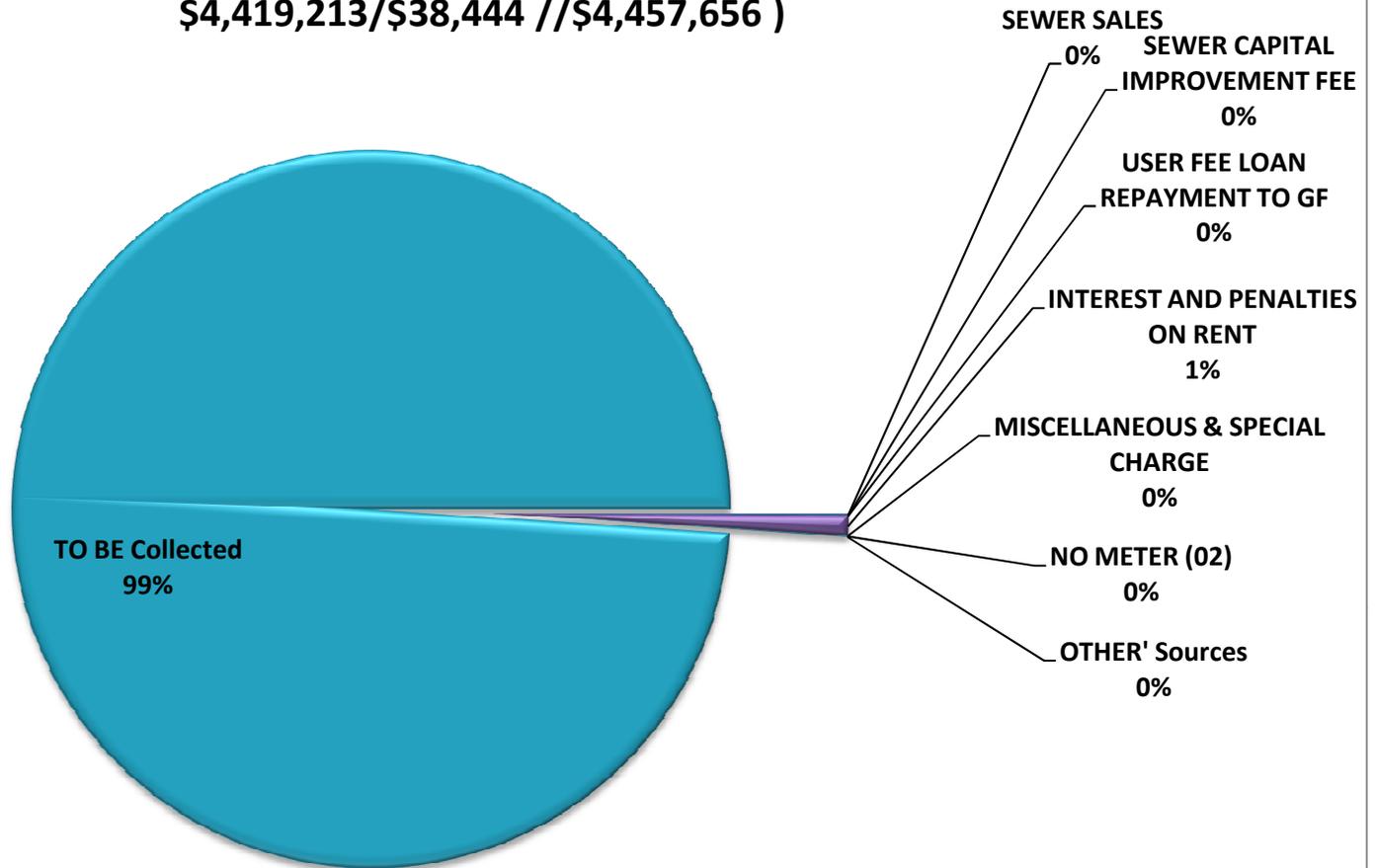
**2016 Total Adopted SEWER FUND Revenue Budget
(\$4,457,656)**



**1st Quarter 2016 Total Revised SEWER FUND Revenue Budget
(\$4,457,656)**



1st Quarter 2016 SEWER FUND Revenue Budget
TO BE Collected/Collected//TOTAL
\$4,419,213/\$38,444 //(\$4,457,656)

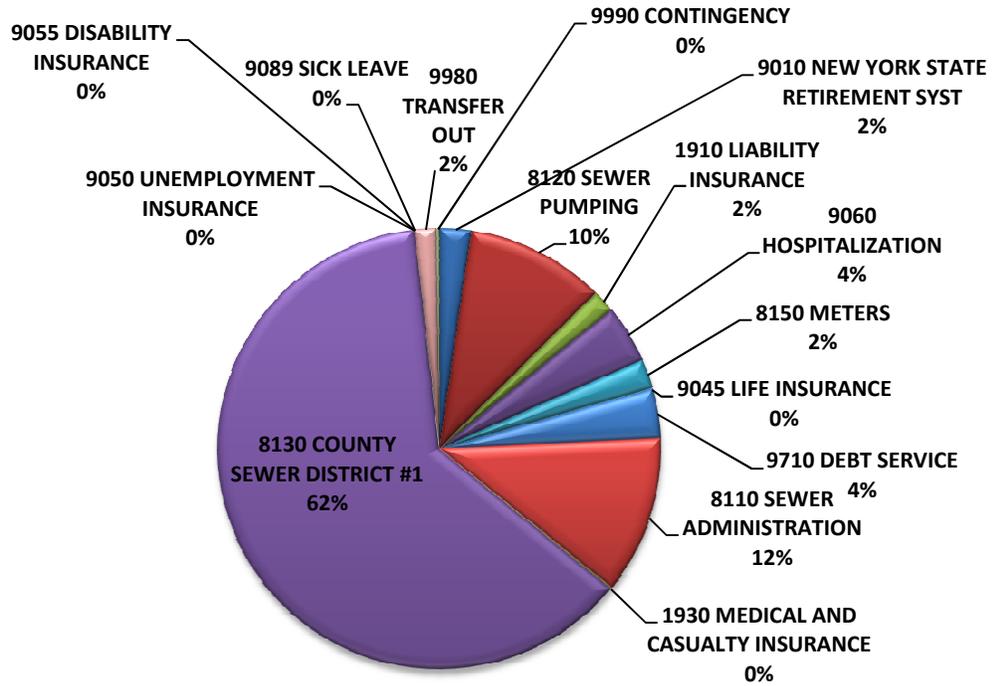


1st Quarter 2016 Budget Report Expenses: SEWER FUND, by Sub-Department (from Most to Least % Used)

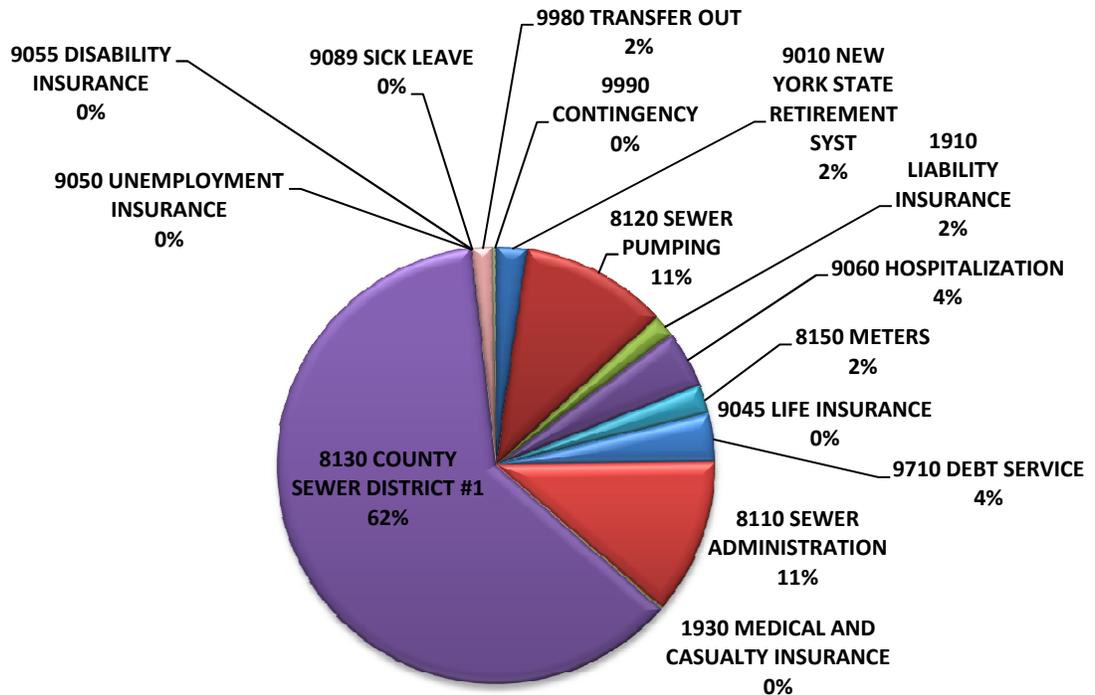
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ACCOUNTS FOR: G SEWER FUND	2015 Adopted Budget	2015 Transfers Adjustments	2015 Revised Budget	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used
9010 NEW YORK STATE RETIREMENT SYST	\$103,214	\$0	\$103,214	\$29,877	\$0	\$73,338	28.9%	\$29,486	\$0	\$90,580	24.6%
8120 SEWER PUMPING	\$454,119	\$33,984	\$488,103	\$78,824	\$53,192	\$356,086	27.0%	\$71,891	\$5,878	\$322,133	19.4%
1910 LIABILITY INSURANCE	\$73,773	\$0	\$73,773	\$18,611	\$0	\$55,162	25.2%	\$59,628	\$0	\$4,523	92.9%
9060 HOSPITALIZATION	\$190,841	\$0	\$190,841	\$47,633	\$0	\$143,209	25.0%	\$36,384	\$0	\$118,143	23.5%
8150 METERS	\$96,453	\$0	\$96,453	\$22,116	\$0	\$74,337	22.9%	\$20,831	\$0	\$71,966	22.4%
9045 LIFE INSURANCE	\$646	\$0	\$646	\$146	\$0	\$500	22.6%	\$140	\$0	\$471	22.9%
9710 DEBT SERVICE	\$161,349	\$0	\$161,349	\$34,359	\$0	\$126,990	21.3%	\$27,675	\$0	\$95,795	22.4%
8110 SEWER ADMINISTRATION	\$515,887	\$893	\$516,780	\$53,355	\$1,734	\$461,690	10.7%	\$56,757	\$3,398	\$361,605	14.3%
1930 MEDICAL AND CASUALTY INSURANCE	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000	0.0%	\$0	\$0	\$5,000	0.0%
8130 COUNTY SEWER DISTRICT #1	\$2,777,052	\$0	\$2,777,052	\$0	\$0	\$2,777,052	0.0%	\$694,263	\$0	\$2,082,790	25.0%
9050 UNEMPLOYMENT INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
9055 DISABILITY INSURANCE	\$529	\$0	\$529	\$0	\$0	\$529	0.0%	\$0	\$0	\$365	0.0%
9089 SICK LEAVE	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
9980 TRANSFER OUT	\$68,792	\$0	\$68,792	\$0	\$0	\$68,792	0.0%	\$0	\$0	\$66,144	0.0%
9990 CONTINGENCY	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	0.0%	\$0	\$0	\$25,000	0.0%
TOTAL COMMISSIONER OF PUBLIC WORKS	\$4,457,656	\$34,876	\$4,492,532	\$284,922	\$54,926	\$4,152,685	7.6%	\$997,055	\$9,276	\$3,244,515	23.7%

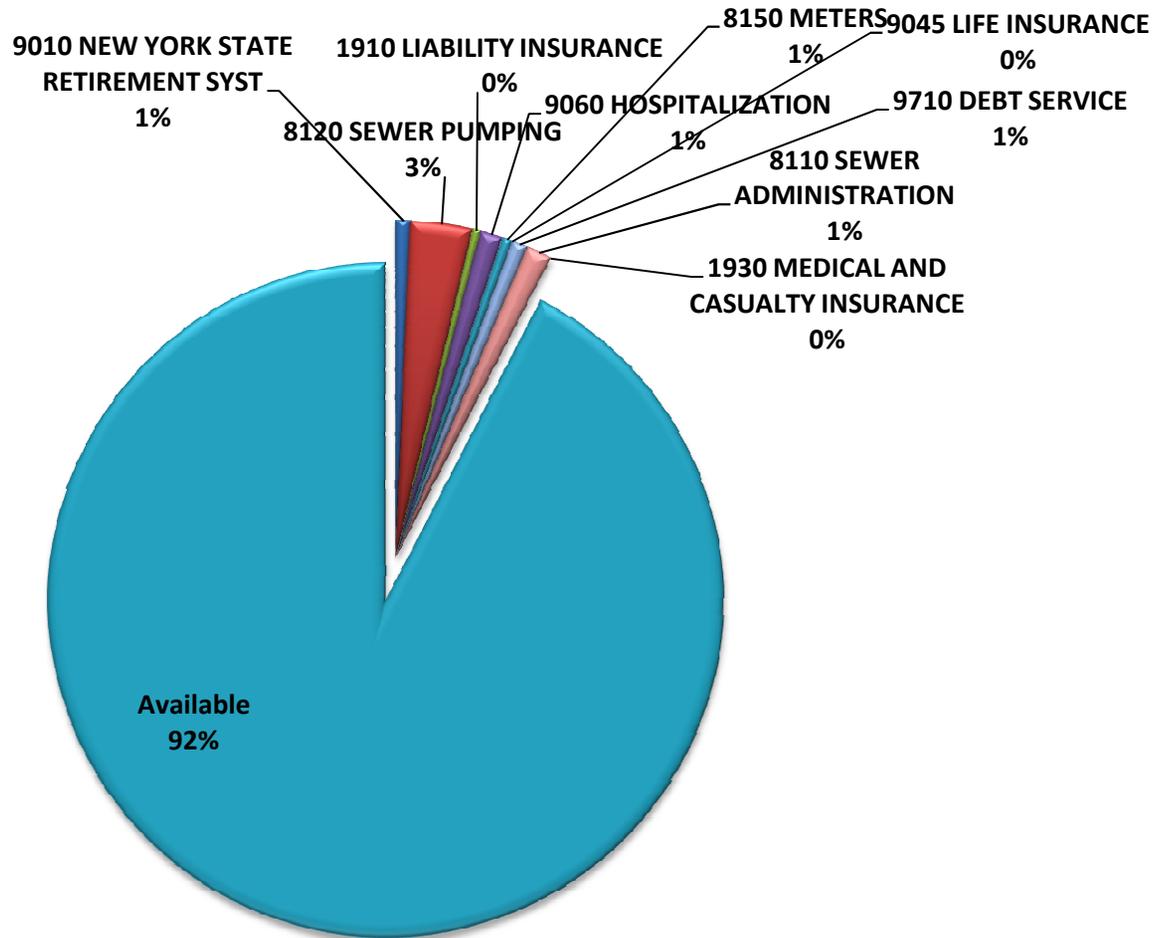
**2016 Total Adopted SEWER FUND Expense Budget
by Sub-Department
(\$4,457,656)**



**1st Quarter 2016 Total Revised SEWER FUND Expense Budget
by Sub-Department
(\$4,492,532)**



1st Quarter 2016 SEWER FUND Expense Budget - by Sub-Department
Available/Expended+Encumbered//TOTAL
(\$4,152,685/\$339,848//\$4,492,532)



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 2016 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 01/01/16-03/31/16.
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.