



**CITY OF
SARATOGA SPRINGS**

**OFFICE OF THE
COMMISSIONER OF FINANCE**

**Quarterly Financial Report
For The Quarter Ended
June 30, 2016**

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

2nd Quarter 2016 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	2016 Adopted Budget	2016 Transfers Adjustments	2016 Revised Budget	2016 YTD Expended	2016 Encmbrncs	2016 Available Budget	2016 % Used	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used
3 COMMISSIONER OF PUBLIC WORKS											
1440 CITY ENGINEER'S OFFICE	\$646,101	\$161,442	\$807,543	\$344,930	\$103,763	\$358,850	55.6%	\$253,703	\$62,748	\$259,437	55.0%
1 Personal Services	\$497,151	\$0	\$497,151	\$229,030	\$0	\$268,122	46.1%	\$231,351	\$0	\$251,385	47.9%
2 Equipment	\$25,700	\$47,506	\$73,206	\$17,610	\$23,605	\$31,991	56.3%	\$0	\$0	\$600	0.0%
4 Contracted Services	\$123,250	\$113,936	\$237,186	\$98,291	\$80,158	\$58,738	75.2%	\$22,352	\$62,748	\$7,452	91.9%
1490 COMMISSIONER OF PUBLIC WORKS	\$280,646	\$51,429	\$332,075	\$139,003	\$6,806	\$186,266	43.9%	\$126,704	\$12,254	\$150,772	48.0%
1 Personal Services	\$257,821	\$40,323	\$298,144	\$133,067	\$0	\$165,077	44.6%	\$123,090	\$0	\$130,889	48.5%
2 Equipment	\$1,000	\$0	\$1,000	\$118	\$0	\$882	11.8%	\$0	\$1,500	\$500	75.0%
4 Contracted Services	\$21,825	\$11,106	\$32,931	\$5,819	\$6,806	\$20,306	38.3%	\$3,614	\$10,754	\$19,383	42.6%
1620 CITY HALL	\$318,686	\$3,175	\$321,861	\$125,965	\$0	\$195,896	39.1%	\$137,816	\$2,350	\$153,204	47.8%
1 Personal Services	\$155,986	\$3,175	\$159,161	\$77,350	\$0	\$81,811	48.6%	\$61,350	\$0	\$75,420	44.9%
2 Equipment	\$1,200	\$650	\$1,850	\$1,827	\$0	\$23	98.7%	\$207	\$0	\$793	20.7%
4 Contracted Services	\$161,500	(\$650)	\$160,850	\$46,789	\$0	\$114,061	29.1%	\$76,259	\$2,350	\$76,991	50.5%
1621 DRINK HALL/SENIOR CITIZENS CEN	\$27,600	\$0	\$27,600	\$6,909	\$0	\$20,691	25.0%	\$8,939	\$8,169	\$15,492	52.5%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$27,600	\$0	\$27,600	\$6,909	\$0	\$20,691	25.0%	\$8,939	\$8,169	\$15,492	52.5%
1622 OLD LIBRARY	\$12,500	\$0	\$12,500	\$1,677	\$0	\$10,823	13.4%	\$393	\$0	\$5,107	7.1%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$12,500	\$0	\$12,500	\$1,677	\$0	\$10,823	13.4%	\$393	\$0	\$5,107	7.1%
1623 CITY GARAGE	\$632,718	\$121,273	\$753,990	\$292,420	\$729	\$460,841	38.9%	\$291,916	\$1,400	\$276,891	51.4%
1 Personal Services	\$540,318	\$120,000	\$660,318	\$257,594	\$0	\$402,723	39.0%	\$248,290	\$0	\$229,617	52.0%
2 Equipment	\$3,000	\$0	\$3,000	\$270	\$0	\$2,730	9.0%	\$2,069	\$0	\$931	69.0%
4 Contracted Services	\$89,400	\$1,273	\$90,673	\$34,556	\$729	\$55,388	38.9%	\$41,557	\$1,400	\$46,343	48.1%
1682 COURT ROOM SECOND FLOOR CH	\$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%
1910 LIABILITY INSURANCE	\$350,744	(\$10,000)	\$340,744	\$265,728	\$0	\$75,016	78.0%	\$292,293	\$0	\$816	99.7%
4 Contracted Services	\$350,744	(\$10,000)	\$340,744	\$265,728	\$0	\$75,016	78.0%	\$292,293	\$0	\$816	99.7%

2nd Quarter 2016 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	2016 Adopted Budget	2016 Transfers Adjustments	2016 Revised Budget	2016 YTD Expended	2016 Encmbrncs	2016 Available Budget	2016 % Used	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used
1930 MEDICAL AND CASUALTY INSURANCE	\$0	\$26,482	\$26,482	\$18,584	\$6,814	\$1,084	95.9%	\$14,632	\$116,736	\$4,808	96.5%
4 Contracted Services	\$0	\$26,482	\$26,482	\$18,584	\$6,814	\$1,084	95.9%	\$14,632	\$116,736	\$4,808	96.5%
5010 STREETS	\$2,634,951	(\$79,510)	\$2,555,442	\$957,593	\$150,948	\$1,446,901	43.4%	\$1,280,240	\$70,838	\$1,171,122	53.6%
1 Personal Services	\$1,906,801	(\$129,277)	\$1,777,525	\$731,917	\$0	\$1,045,608	41.2%	\$888,915	\$0	\$832,783	51.6%
2 Equipment	\$57,000	\$0	\$57,000	\$12,038	\$33,794	\$11,169	80.4%	\$68,152	\$0	\$53,015	56.2%
4 Contracted Services	\$671,150	\$49,767	\$720,917	\$213,638	\$117,154	\$390,124	45.9%	\$323,172	\$70,838	\$285,325	58.0%
5110 HIGHWAYS	\$453,935	(\$30,000)	\$423,935	\$201,000	\$0	\$222,935	47.4%	\$247,610	\$0	\$192,431	56.3%
1 Personal Services	\$450,935	(\$30,000)	\$420,935	\$201,000	\$0	\$219,935	47.8%	\$247,610	\$0	\$189,431	56.7%
4 Contracted Services	\$3,000	\$0	\$3,000	\$0	\$0	\$3,000	0.0%	\$0	\$0	\$3,000	0.0%
5111 HIGHWAY MISCELLANEOUS	\$287,253	(\$71,982)	\$215,271	\$24,993	\$46,923	\$143,356	33.4%	\$61,053	\$3,801	\$78,848	45.1%
1 Personal Services	\$33,353	(\$30,983)	\$2,370	\$0	\$0	\$2,370	0.0%	\$0	\$0	\$0	0.0%
2 Equipment	\$55,000	\$0	\$55,000	\$4,584	\$44,085	\$6,331	88.5%	\$0	\$0	\$4,000	0.0%
4 Contracted Services	\$198,900	(\$40,999)	\$157,901	\$20,409	\$2,838	\$134,654	14.7%	\$61,053	\$3,801	\$74,848	46.4%
5112 CHIPS	\$400,000	\$328,897	\$728,897	\$98,437	\$338,391	\$292,069	59.9%	\$47,074	\$316,000	\$286,656	55.9%
1 Personal Services	\$94,732	\$33,000	\$127,732	\$52,435	\$0	\$75,297	41.1%	\$45,729	\$0	\$79,003	36.7%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$305,268	\$295,897	\$601,165	\$46,002	\$338,391	\$216,772	63.9%	\$1,344	\$316,000	\$207,654	60.4%
5182 STREET LIGHTING	\$430,000	\$13,904	\$443,904	\$201,282	\$15,537	\$227,085	48.8%	\$200,343	\$12,999	\$237,751	47.3%
4 Contracted Services	\$430,000	\$13,904	\$443,904	\$201,282	\$15,537	\$227,085	48.8%	\$200,343	\$12,999	\$237,751	47.3%
5650 OFF STREET PARKING	\$203,263	\$0	\$203,263	\$57,345	\$409	\$145,510	28.4%	\$61,393	\$753	\$117,192	34.7%
1 Personal Services	\$102,963	\$0	\$102,963	\$48,482	\$0	\$54,481	47.1%	\$50,801	\$0	\$72,885	41.1%
2 Equipment	\$4,000	\$0	\$4,000	\$0	\$0	\$4,000	0.0%	\$0	\$0	\$4,000	0.0%
4 Contracted Services	\$96,300	\$0	\$96,300	\$8,863	\$409	\$87,028	9.6%	\$10,593	\$753	\$40,307	22.0%
6420 SPECIAL ASSESSMENT DISTRICT	\$15,000	\$0	\$15,000	\$4,110	\$0	\$10,891	27.4%	\$0	\$0	\$15,000	0.0%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$15,000	\$0	\$15,000	\$4,110	\$0	\$10,891	27.4%	\$0	\$0	\$15,000	0.0%

2nd Quarter 2016 Budget Report Expenses: General Fund - PUBLIC WORKS DEPARTMENT

SUB-DEPARTMENT with CATEGORY TOTALS

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7110 PARK & CASINO	\$460,139	\$7,132	\$467,271	\$195,338	\$14,981	\$256,953	45.0%	\$180,013	\$11,000	\$183,953	50.9%
1 Personal Services	\$312,989	\$1,462	\$314,451	\$145,325	\$0	\$169,126	46.2%	\$131,032	\$0	\$98,683	57.0%
2 Equipment	\$10,000	(\$400)	\$9,600	\$575	\$0	\$9,025	6.0%	\$3,331	\$0	\$6,669	33.3%
4 Contracted Services	\$137,150	\$6,070	\$143,220	\$49,438	\$14,981	\$78,802	45.0%	\$45,649	\$11,000	\$78,601	41.9%
7112 SPIT N SPAT REPAIRS	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$5,000	0.0%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	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	\$5,000	0.0%
7113 HIGH ROCK PARK	\$0	\$1,800	\$1,800	\$75	\$0	\$1,725	4.2%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$1,800	\$1,800	\$75	\$0	\$1,725	4.2%	\$0	\$0	\$0	0.0%
7120 VETERANS WALK OF HONOR DPW	\$0	\$34	\$34	\$34	\$0	\$0	100.0%	\$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	\$34	\$34	\$34	\$0	\$0	100.0%	\$0	\$0	\$0	0.0%
7190 911 MEMORIAL	\$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%
7200 CAROUSEL	\$37,913	\$0	\$37,913	\$4,829	\$0	\$33,085	12.7%	\$8,093	\$0	\$29,197	21.7%
1 Personal Services	\$19,538	\$0	\$19,538	\$2,128	\$0	\$17,410	10.9%	\$2,731	\$0	\$16,185	14.4%
4 Contracted Services	\$18,375	\$0	\$18,375	\$2,701	\$0	\$15,674	14.7%	\$5,362	\$0	\$13,013	29.2%
7210 ITALIAN GARDENS	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$5,000	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$5,000	0.0%
8140 STORM WATER CARRIERS	\$103,345	\$6,740	\$110,085	\$59,102	\$7,040	\$43,943	60.1%	\$24,779	\$484	\$38,110	39.9%
1 Personal Services	\$81,545	\$1,000	\$82,545	\$51,412	\$0	\$31,132	62.3%	\$22,548	\$0	\$19,541	53.6%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$21,800	\$5,740	\$27,540	\$7,689	\$7,040	\$12,811	53.5%	\$2,231	\$484	\$18,569	12.8%

2nd Quarter 2016 Budget Report Expenses: General Fund - PUBLIC WORKS DEPARTMENT

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8180 TRANSFER STATION	\$248,359	\$71,190	\$319,549	\$109,533	\$110,075	\$99,941	68.7%	\$88,009	\$106,230	\$79,503	71.0%
1 Personal Services	\$106,059	\$0	\$106,059	\$75,459	\$0	\$30,600	71.1%	\$55,813	\$0	\$50,877	52.3%
2 Equipment	\$500	\$0	\$500	\$241	\$0	\$259	48.2%	\$0	\$0	\$500	0.0%
4 Contracted Services	\$141,800	\$71,190	\$212,990	\$33,833	\$110,075	\$69,082	67.6%	\$32,196	\$106,230	\$28,126	83.1%
8185 COMPOST FACILITY	\$92,520	\$0	\$92,520	\$43,260	\$4	\$49,256	46.8%	\$42,376	\$200	\$46,599	47.7%
1 Personal Services	\$62,770	\$0	\$62,770	\$29,119	\$0	\$33,651	46.4%	\$31,313	\$0	\$26,112	54.5%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$29,750	\$0	\$29,750	\$14,141	\$4	\$15,605	47.5%	\$11,063	\$200	\$20,487	35.5%
8189 STORM WATER POLLUTION PREV PLA	\$0	\$18,900	\$18,900	\$100	\$18,800	\$0	100.0%	\$789	\$0	\$0	100.0%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$18,900	\$18,900	\$100	\$18,800	\$0	100.0%	\$789	\$0	\$0	100.0%
8190 HAZARDOUS WASTE EDUCATION	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000	0.0%	\$0	\$0	\$20,000	0.0%
4 Contracted Services	\$20,000	\$0	\$20,000	\$0	\$0	\$20,000	0.0%	\$0	\$0	\$20,000	0.0%
8560 TREES	\$271,740	\$53,410	\$325,150	\$147,502	\$7,404	\$170,244	47.6%	\$129,330	\$800	\$108,050	54.6%
1 Personal Services	\$222,490	\$32,545	\$255,035	\$106,958	\$0	\$148,078	41.9%	\$106,918	\$0	\$84,412	55.9%
2 Equipment	\$26,000	\$18,500	\$44,500	\$27,016	\$6,720	\$10,764	75.8%	\$15,167	\$0	\$10,833	58.3%
4 Contracted Services	\$23,250	\$2,365	\$25,615	\$13,528	\$684	\$11,403	55.5%	\$7,245	\$800	\$12,805	38.6%
8676 PUBLIC SERVICES	\$0	\$71,484	\$71,484	\$50,479	\$0	\$21,004	70.6%	\$0	\$26,484	\$0	100.0%
1 Personal Services	\$0	\$43,000	\$43,000	\$39,847	\$0	\$3,153	92.7%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$28,484	\$28,484	\$10,632	\$0	\$17,851	37.3%	\$0	\$26,484	\$0	100.0%
8810 CEMETRY	\$40,000	\$12,359	\$52,359	\$13,759	\$11,100	\$27,500	47.5%	\$0	\$0	\$43,600	0.0%
4 Contracted Services	\$40,000	\$12,359	\$52,359	\$13,759	\$11,100	\$27,500	47.5%	\$0	\$0	\$43,600	0.0%
9010 NEW YORK STATE RETIREMENT SYST	\$670,800	\$0	\$670,800	\$179,161	\$0	\$491,639	26.7%	\$178,763	\$0	\$506,028	26.1%
8 Employee Benefits	\$670,800	\$0	\$670,800	\$179,161	\$0	\$491,639	26.7%	\$178,763	\$0	\$506,028	26.1%
9045 LIFE INSURANCE	\$3,634	\$0	\$3,634	\$1,718	\$0	\$1,917	47.3%	\$1,762	\$0	\$2,115	45.4%
4 Contracted Services	\$3,634	\$0	\$3,634	\$1,718	\$0	\$1,917	47.3%	\$1,762	\$0	\$2,115	45.4%

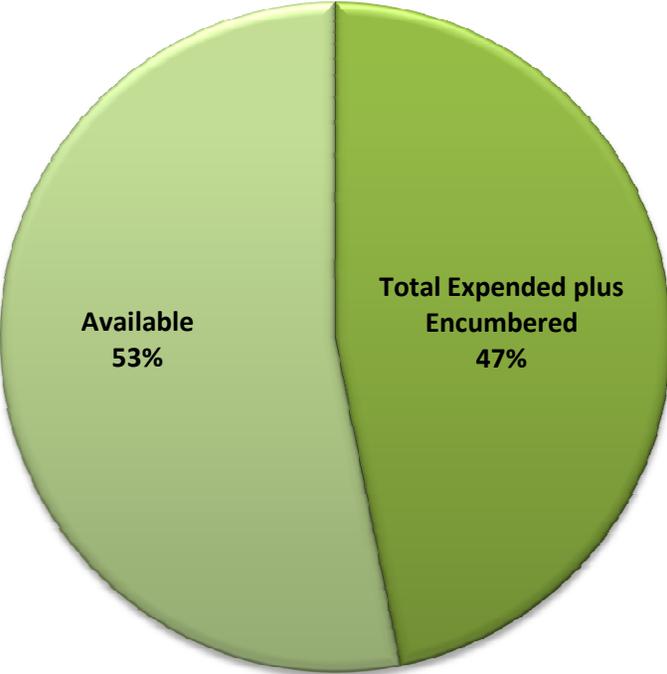
2nd Quarter 2016 Budget Report Expenses: General Fund - PUBLIC WORKS DEPARTMENT

SUB-DEPARTMENT with CATEGORY TOTALS

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9050 UNEMPLOYMENT INSURANCE	\$30,000	\$0	\$30,000	\$6,382	\$0	\$23,618	21.3%	\$0	\$0	\$10,000	0.0%
4 Contracted Services	\$30,000	\$0	\$30,000	\$6,382	\$0	\$23,618	21.3%	\$0	\$0	\$10,000	0.0%
9055 DISABILITY INSURANCE	\$3,352	\$0	\$3,352	\$778	\$0	\$2,574	23.2%	\$792	\$0	\$2,560	23.6%
4 Contracted Services	\$3,352	\$0	\$3,352	\$778	\$0	\$2,574	23.2%	\$792	\$0	\$2,560	23.6%
9060 HOSPITALIZATION	\$1,863,822	\$0	\$1,863,822	\$894,726	\$0	\$969,096	48.0%	\$862,871	\$0	\$907,463	48.7%
1 Personal Services	\$42,091	\$0	\$42,091	\$19,503	\$0	\$22,589	46.3%	\$19,969	\$0	\$23,091	46.4%
8 Employee Benefits	\$1,821,731	\$0	\$1,821,731	\$875,223	\$0	\$946,507	48.0%	\$842,902	\$0	\$884,372	48.8%
9089 SICK LEAVE	\$10,765	\$7,277	\$18,042	\$18,042	\$0	\$0	100.0%	\$353	\$0	\$10,412	3.3%
1 Personal Services	\$10,765	\$7,277	\$18,042	\$18,042	\$0	\$0	100.0%	\$353	\$0	\$10,412	0.0
TOTAL COMMISSIONER OF PUBLIC WORKS	\$10,549,787	\$765,436	\$11,315,223	\$4,464,793	\$839,723	\$6,010,708	46.9%	\$4,542,037	\$753,246	\$4,963,119	51.6%

2nd Quarter 2016 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 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 01/01/16-06/30/16.
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.