



**CITY OF
SARATOGA SPRINGS**

**OFFICE OF THE
COMMISSIONER OF FINANCE**

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

**WATER FUND
EXPENSES-Detail**

2nd Quarter 2016 Budget Report Expenses: WATER FUND, by 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: F WATER 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
1910 LIABILITY INSURANCE	\$58,848	\$0	\$58,848	\$40,021	\$0	\$18,827	68.0%	\$47,456	\$0	\$3,716	92.7%
4 Contracted Services	\$58,848	\$0	\$58,848	\$40,021	\$0	\$18,827	68.0%	\$47,456	\$0	\$3,716	92.7%
1930 MEDICAL AND CASUALTY INSURANCE	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000	0.0%	\$0	\$0	\$5,000	0.0%
4 Contracted Services	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000	0.0%	\$0	\$0	\$5,000	0.0%
8310 WATER ADMINISTRATION	\$277,656	\$21,099	\$298,754	\$112,235	\$19,275	\$167,244	44.0%	\$95,691	\$9,837	\$122,468	46.3%
1 Personal Services	\$227,706	\$0	\$227,706	\$89,846	\$0	\$137,860	39.5%	\$81,192	\$0	\$90,829	47.2%
2 Equipment	\$3,000	(\$2,000)	\$1,000	\$797	\$0	\$203	79.7%	\$583	\$2,824	\$695	83.1%
4 Contracted Services	\$46,950	\$23,099	\$70,049	\$21,592	\$19,275	\$29,181	58.3%	\$13,916	\$7,013	\$30,944	40.3%
8320 LAKE & RESERVOIR	\$35,200	\$0	\$35,200	\$13,661	\$0	\$21,539	38.8%	\$4,081	\$0	\$21,305	16.1%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
2 Equipment	\$2,000	\$0	\$2,000	\$0	\$0	\$2,000	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$33,200	\$0	\$33,200	\$13,661	\$0	\$19,539	41.1%	\$4,081	\$0	\$21,305	16.1%
8330 WATER TREATMENT PLANT	\$1,446,966	\$40,079	\$1,487,045	\$512,231	\$139,887	\$834,927	43.9%	\$555,407	\$16,208	\$761,497	42.9%
1 Personal Services	\$720,916	\$0	\$720,916	\$325,487	\$0	\$395,429	45.1%	\$324,428	\$0	\$389,219	45.5%
2 Equipment	\$90,000	(\$17,514)	\$72,486	\$17,442	\$34,069	\$20,975	71.1%	\$26,615	\$0	\$9,900	72.9%
4 Contracted Services	\$636,050	\$57,593	\$693,643	\$169,301	\$105,819	\$418,523	39.7%	\$204,364	\$16,208	\$362,377	37.8%
8340 METERS	\$233,903	\$0	\$233,903	\$105,324	\$15,149	\$113,430	51.5%	\$69,393	\$28,094	\$99,756	49.4%
1 Personal Services	\$95,153	\$0	\$95,153	\$44,997	\$0	\$50,156	47.3%	\$41,891	\$0	\$48,602	46.3%
2 Equipment	\$126,000	\$0	\$126,000	\$54,824	\$15,149	\$56,027	55.5%	\$22,483	\$28,094	\$44,923	53.0%
4 Contracted Services	\$12,750	\$0	\$12,750	\$5,503	\$0	\$7,247	43.2%	\$5,019	\$0	\$6,231	44.6%
8341 WATER MAINTENANCE	\$399,431	\$6,518	\$405,949	\$154,225	\$25,008	\$226,716	44.2%	\$173,770	\$42,906	\$186,893	53.7%
1 Personal Services	\$260,831	\$0	\$260,831	\$119,586	\$0	\$141,245	45.8%	\$137,232	\$0	\$149,716	47.8%
2 Equipment	\$35,000	\$0	\$35,000	\$4,583	\$0	\$30,417	13.1%	\$0	\$1,629	\$15,371	9.6%
4 Contracted Services	\$103,600	\$6,518	\$110,118	\$30,056	\$25,008	\$55,054	50.0%	\$36,538	\$41,277	\$21,806	78.1%

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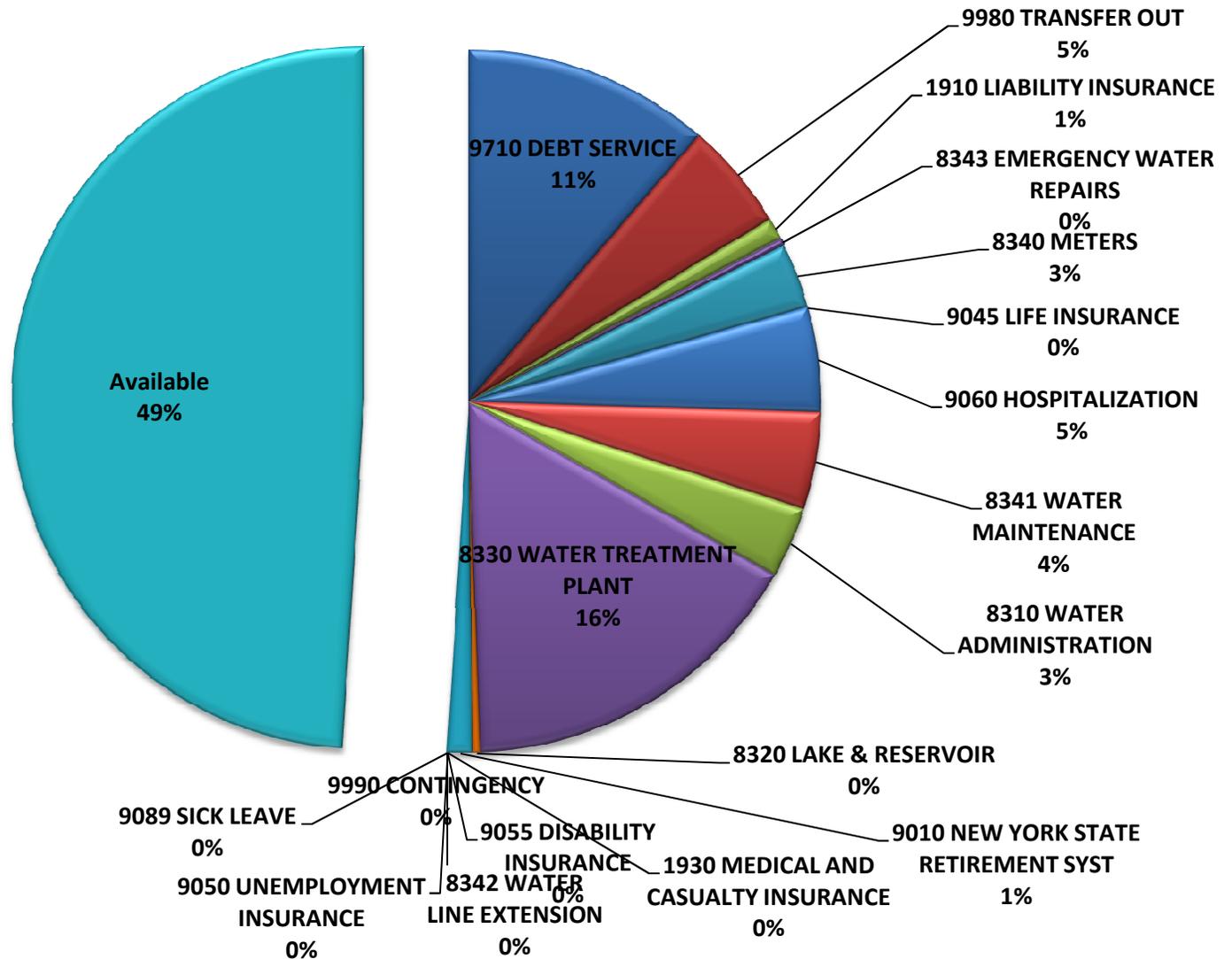
ACCOUNTS FOR: F WATER FUND	2015 Adopted Budget	2015 Transfers Adjustments	2015 Revised Budget	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used
8342 WATER LINE EXTENSION	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
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%
8343 EMERGENCY WATER REPAIRS	\$21,418	\$0	\$21,418	\$13,765	\$0	\$7,653	64.3%	\$12,726	\$0	\$11,930	51.6%
1 Personal Services	\$12,918	\$0	\$12,918	\$13,765	\$0	(\$847)	106.6%	\$7,984	\$0	\$3,516	69.4%
4 Contracted Services	\$8,500	\$0	\$8,500	\$0	\$0	\$8,500	0.0%	\$4,742	\$0	\$8,414	36.0%
9010 NEW YORK STATE RETIREMENT SYST	\$138,242	\$0	\$138,242	\$46,365	\$0	\$91,877	33.5%	\$43,816	\$0	\$137,152	24.2%
8 Employee Benefits	\$138,242	\$0	\$138,242	\$46,365	\$0	\$91,877	33.5%	\$43,816	\$0	\$137,152	24.2%
9045 LIFE INSURANCE	\$1,049	\$0	\$1,049	\$518	\$0	\$531	49.4%	\$483	\$0	\$742	39.4%
4 Contracted Services	\$1,049	\$0	\$1,049	\$518	\$0	\$531	49.4%	\$483	\$0	\$742	39.4%
9050 UNEMPLOYMENT INSURANCE	\$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%
9055 DISABILITY INSURANCE	\$914	\$0	\$914	\$223	\$0	\$691	24.4%	\$220	\$0	\$572	27.7%
4 Contracted Services	\$914	\$0	\$914	\$223	\$0	\$691	24.4%	\$220	\$0	\$572	27.7%
9060 HOSPITALIZATION	\$405,069	\$0	\$405,069	\$192,931	\$0	\$212,138	47.6%	\$170,524	\$0	\$207,115	45.2%
1 Personal Services	\$9,150	\$0	\$9,150	\$4,216	\$0	\$4,934	46.1%	\$3,678	\$0	\$3,319	52.6%
8 Employee Benefits	\$395,919	\$0	\$395,919	\$188,715	\$0	\$207,204	47.7%	\$166,846	\$0	\$203,796	45.0%
9089 SICK LEAVE	\$11,304	\$0	\$11,304	\$0	\$0	\$11,304	0.0%	\$17,944	\$0	\$1	100.0%
1 Personal Services	\$11,304	\$0	\$11,304	\$0	\$0	\$11,304	0.0%	\$17,944	\$0	\$1	100.0%

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9710 DEBT SERVICE	\$624,926	\$0	\$624,926	\$455,458	\$0	\$169,468	72.9%	\$409,101	\$0	\$165,381	71.2%
6 Principal	\$305,261	\$0	\$305,261	\$280,366	\$0	\$24,895	91.8%	\$228,289	\$0	\$22,604	91.0%
7 Debt Service Interest	\$319,665	\$0	\$319,665	\$175,091	\$0	\$144,574	54.8%	\$180,812	\$0	\$142,777	55.9%
9980 TRANSFER OUT	\$75,328	\$200,000	\$275,328	\$200,000	\$0	\$75,328	72.6%	\$0	\$0	\$72,296	0.0%
9 Contingency/Transfers	\$75,328	\$200,000	\$275,328	\$200,000	\$0	\$75,328	72.6%	\$0	\$0	\$72,296	0.0%
9990 CONTINGENCY	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	0.0%	\$0	\$0	\$42,413	0.0%
9 Contingency/Transfers	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	0.0%	\$0	\$0	\$42,413	0.0%
TOTAL WATER FUND	\$3,745,255	\$267,695	\$4,012,950	\$1,846,957	\$199,319	\$1,966,673	51.0%	\$1,600,613	\$97,044	\$1,838,236	48.0%

2nd Quarter 2016 WATER FUND Expense Budget - by Sub-Department
Available/Expended+Encumbered//TOTAL
\$1,966,673/\$2,046,277//\$4,012,950



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.