



**CITY OF  
SARATOGA SPRINGS**

**OFFICE OF THE  
COMMISSIONER OF FINANCE**

**OVERVIEW**

**August 2016**

**2017 REQUESTED BUDGETS  
General Fund - Expenses**

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|                                 | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change                | Percent Chg |
|---------------------------------|---------------------------|---------------------|-----------------------------|---------------------|-----------------------|-------------|
| <b>GENERAL FUND Grand Total</b> | <b>\$44,013,015.51</b>    |                     | <b>\$48,360,018.50</b>      |                     | <b>\$4,347,002.99</b> | <b>9.9%</b> |

### DEPARTMENTS:

|               |                        |       |                        |       |                       |       |
|---------------|------------------------|-------|------------------------|-------|-----------------------|-------|
| MAYOR         | \$2,308,750.04         | 5.2%  | \$ 2,464,495.41        | 5.1%  | \$ 155,745.37         | 6.7%  |
| FINANCE       | \$2,938,679.73         | 6.7%  | \$3,086,836.21         | 6.4%  | \$148,156.48          | 5.0%  |
| PUBLIC WORKS  | \$10,549,787.04        | 24.0% | \$11,688,368.60        | 24.2% | \$1,138,581.56        | 10.8% |
| PUBLIC SAFETY | \$24,848,162.87        | 56.5% | \$27,240,583.64        | 56.3% | \$2,392,420.77        | 9.6%  |
| ACCOUNTS      | \$1,052,013.04         | 2.4%  | \$1,421,533.19         | 2.9%  | \$369,520.15          | 35.1% |
| RECREATION    | \$2,315,622.79         | 5.3%  | \$2,458,201.45         | 5.1%  | \$142,578.66          | 6.2%  |
| <b>TOTAL</b>  | <b>\$44,013,015.51</b> |       | <b>\$48,360,018.50</b> |       | <b>\$4,347,002.99</b> |       |

### CATEGORIES (includes all Dept)

|                                  |                        |             |                        |             |                       |              |
|----------------------------------|------------------------|-------------|------------------------|-------------|-----------------------|--------------|
| PERSONAL SERVICES (incls SS)     | \$23,959,985.61        | 54.4%       | \$26,067,147.26        | 53.9%       | \$2,107,161.65        | 8.8%         |
| BENEFITS (Health Ins, Retrmnt)   | \$11,661,169.48        | 26.5%       | \$13,043,832.68        | 27.0%       | \$1,382,663.20        | 11.9%        |
| EQUIPMENT                        | \$656,808.28           | 1.5%        | \$982,292.90           | 2.0%        | \$325,484.62          | 49.6%        |
| CONTRACTED SERVICES              | \$6,993,496.04         | 15.9%       | \$7,510,433.72         | 15.5%       | \$516,937.68          | 7.4%         |
| PRINCIPAL                        | \$49,372.28            | 0.1%        | \$51,427.36            | 0.1%        | \$2,055.08            | 4.2%         |
| INTEREST                         | \$20,215.66            | 0.0%        | \$18,160.58            | 0.0%        | (\$2,055.08)          | -10.2%       |
| CONTINGENCY, INTERFUND TRANSFERS | \$671,968.16           | 1.5%        | \$686,724.00           | 1.4%        | \$14,755.84           | 2.2%         |
| <i>Contingency, only</i>         | <b>\$325,000.00</b>    | <b>0.7%</b> | <b>\$550,000.00</b>    | <b>1.1%</b> | <b>\$225,000.00</b>   | <b>69.2%</b> |
| <b>TOTAL</b>                     | <b>\$44,013,015.51</b> |             | <b>\$48,360,018.50</b> |             | <b>\$4,347,002.99</b> |              |

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|                                 | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change                | Percent Chg | Notes |
|---------------------------------|---------------------------|---------------------|-----------------------------|---------------------|-----------------------|-------------|-------|
| <b>GENERAL FUND Grand Total</b> | <b>\$44,013,015.51</b>    |                     | <b>\$48,360,018.50</b>      |                     | <b>\$4,347,002.99</b> | <b>9.9%</b> |       |

### "MANDATED" vs. OTHER Expenditures

The question is often asked - what are the mandated vs. other components of the budget. This may help determine what "must" and what "may" be expended by the City each year. While "mandated" may be defined in numerous ways, below is one example.

You can see that, after personnel, benefits, and certain fixed costs are addressed, and without even considering equipment/supply needs, almost 88% of the City's requested budget is expended.

#### "MANDATED" Expenditures:

|  |                        |              |                        |              |                       |             |  |
|--|------------------------|--------------|------------------------|--------------|-----------------------|-------------|--|
| Personal Services (inclds SS)                            | \$23,959,985.61        | 54.4%        | \$26,067,147.26        | 53.9%        | \$2,107,161.65        | 8.8%        | Includes requested new hires.  |
| Health Insurance   | \$7,253,617.72         | 16.5%        | \$8,296,609.74         | 17.2%        | \$1,042,992.02        | 14.4%       | Does not include incrsd salaries for expired contracts.                    |
| NYS Retirement - Police and Fire                         | \$2,989,537.72         | 6.8%         | \$2,960,997.75         | 6.1%         | (\$28,539.97)         | -1.0%       | Anticipated 1-15% increases (vary by carrier); includes new hire requests. |
| NYS Retirement - Other Employees                         | \$1,475,233.62         | 3.4%         | \$1,827,620.29         | 3.8%         | \$352,386.67          | 23.9%       | Includes new hire requests.  |
| Liability and Self Insurance                             | \$801,936.00           | 1.8%         | \$660,372.00           | 1.4%         | (\$141,564.00)        | -17.7%      |  |
| Life and Disability Insurance                            | \$17,621.46            | 0.0%         | \$18,172.10            | 0.0%         | \$550.64              | 3.1%        |  |
| Gas&Oil  | \$451,950.00           | 1.0%         | \$451,470.00           | 0.9%         | (\$480.00)            | -0.1%       |  |
| Utilities  | \$643,000.00           | 1.5%         | \$633,500.00           | 1.3%         | (\$9,500.00)          | -1.5%       |  |
| Street Lights, Traffic Lights, Rubble/Blacktop/Stone/Oil | \$774,768.00           | 1.8%         | \$796,768.00           | 1.6%         | \$22,000.00           | 2.8%        |  |
| Total Gas, Oil, Utilities, Related Items                 | <b>\$1,869,718.00</b>  | 4.2%         | <b>\$1,881,738.00</b>  | 3.9%         | <b>\$12,020.00</b>    | 0.6%        |  |
| Other "Mandated" Expenditure Lines *                     | <b>\$752,426.41</b>    | 1.7%         | <b>\$754,111.85</b>    | 1.6%         | <b>\$1,685.44</b>     | 0.2%        |  |
| <b>Total "Mandated"</b>                                  | <b>\$39,120,076.54</b> | <b>88.9%</b> | <b>\$42,466,768.99</b> | <b>87.8%</b> | <b>\$3,346,692.45</b> | <b>8.6%</b> | <b>88%</b> of the entire 2014 Requested Budget.                            |
| <b>Remaining "Other Expenditures"</b>                    | <b>\$4,892,938.97</b>  | <b>11.1%</b> | <b>\$5,893,249.51</b>  | <b>12.2%</b> | <b>\$1,000,310.54</b> | <b>12%</b>  | <b>12%</b> of the entire 2014 Requested Budget.                            |

\* Medical exams, Discount on Taxes Pd, SADs (budget neutral)

# 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

| 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change | Percent Chg | Notes |
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|

## MAYOR'S DEPARTMENT

The Mayor's Department requested budget totals \$2,464,495, a 6.7% increase over its 2016 Adopted Budget.

Like all departments, the Mayor's Department Requested Budget has increased Personal Service costs due to updated employee contracts and adjusted employee salaries. However, contractual increases are not completely reflected in dept budgets, as increases for unsettled contracts are budgeted in the contingency expense line in the Finance Department budget. Three of the City's seven union contracts will expire at the end of 2016; two more will expire at the end of 2017. The Mayor is tasked with conducting collective bargaining for the City pursuant the City Charter (Section 2.8 (H)).

The Mayor's Department Requested Budget now includes a FT Zoning and Building Technician, a mid-2016 modification from a PT position, which is offset by the removal of the PT title. A partial offset from a NYSERDA grant for the FT Administrator of Parks (aka "Sustainability Director") remains intact.

Increases for outside legal counsel have been submitted for both the City Attorney and the Civil Service Department. The Planning Department has included expenses for a DRC-CLG grant that will be offset by grant revenue. Operating the City phone system increased costs for both hardware and phone service. The Senior Center and the Saratoga Preservation Foundation have requested increases to their annual support. Amounts for the Franklin Community Center have increased to cover utility bills per a newly revised contract. The Saratoga Lake Protection and Improvement District ("SLPD") was added to the 2016 budget and is included in 2017 requests. An increase is requested in othe City's contribution to the Memorial Day Parade. A variety of local non-profit organizations are provided with modest operational support that has remained constant. The cost to have SCTB operate the Visitor's Center has increased according to its contract with the City.

Liability Insurance estimates decreased by about \$11,280.

| MAYOR                                 | \$2,308,750.04        | 5.2% | \$2,464,495.41        | 5.1% | \$155,745.37       | 6.7%  |
|---------------------------------------|-----------------------|------|-----------------------|------|--------------------|---|
| <b>Changes* by Category</b>           |                       |      |                       |      |                    |   |
| <b>PERSONAL SERVICES (inclds SS)</b>  | <b>\$1,322,247.30</b> |      | <b>\$1,353,553.29</b> |      | <b>\$31,305.99</b> | <b>2.4%</b>                                   |
| Zoning and Building Technician FT     | \$0.00                |      | \$41,860.00           |      | \$41,860.00        | 2016 hire. Offset by removal of PT.           |
| Employment Contracts                  | \$1,284,997.30        |      | \$1,304,686.29        |      | \$19,688.99        | Approx incrs due to employee contracts.       |
| Admin of Parks Open Lands             | \$11,250.00           |      | \$7,007.00            |      | (\$4,243.00)       | Increase in amounts covered by UDO Grant.     |
| Zoning and Building Technician PT     | \$26,000.00           |      | \$0.00                |      | (\$26,000.00)      | Offset FT hire.                               |
| <b>BENEFITS (Health Ins, Retrmnt)</b> | <b>\$483,536.25</b>   |      | <b>\$500,273.72</b>   |      | <b>\$16,737.47</b> | <b>3.5%</b>                                   |
| NYS Retirement                        | \$163,852.33          |      | \$170,406.42          |      | \$6,554.09         | Est change. Includes new hires.               |
| Health Benefits                       | \$319,683.92          |      | \$329,867.30          |      | \$10,183.38        | Est change. Includes new hires.               |
| <b>EQUIPMENT</b>                      | <b>\$23,157.00</b>    |      | <b>\$28,336.00</b>    |      | <b>\$5,179.00</b>  | <b>22.4%</b>                                  |
| City Phone System: Hardware           | \$0.00                |      | \$2,329.00            |      | \$2,329.00         | Sound station 2; Refurb MM717 Digital module. |
| Code/Building: Office Equipment       | \$10,000.00           |      | \$11,250.00           |      | \$1,250.00         |   |
| POSH: Equipment                       | \$0.00                |      | \$500.00              |      | \$500.00           |   |
| Planning Dept: Office Equipment       | \$2,000.00            |      | \$2,500.00            |      | \$500.00           |   |
| City Historian                        | \$0.00                |      | \$350.00              |      | \$350.00           |   |
| Mayor Admin: Office Equipment         | \$750.00              |      | \$1,000.00            |      | \$250.00           |   |

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|  | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change              | Percent Chg  | Notes   |
|--|---------------------------|---------------------|-----------------------------|---------------------|---------------------|--------------|---|
| <b>CONTRACTED SERVICES</b>                 | <b>\$479,809.49</b>       |                     | <b>\$582,332.40</b>         |                     | <b>\$102,522.91</b> | <b>21.4%</b> |   |
| Senior Citizens Center                     | \$84,375.00               |                     | \$114,375.00                |                     | \$30,000.00         |              | Not-for-Profit. Increase requested for new program support.           |
| Planning Dept: DRC CLG Grant Exp           | \$0.00                    |                     | \$18,000.00                 |                     | \$18,000.00         |              | Offset by grant revenue.  |
| City Attorney: Professional Services       | \$55,000.00               |                     | \$65,000.00                 |                     | \$10,000.00         |              | Outside Legal Counsel   |
| Civil Service: Professional Services       | \$0.00                    |                     | \$10,000.00                 |                     | \$10,000.00         |              | Outside Legal Counsel.  |
| Visitors Center: Professional Services     | \$4,000.00                |                     | \$10,780.00                 |                     | \$6,780.00          |              |   |
| Mayors Office: Building Repairs            | \$0.00                    |                     | \$6,600.00                  |                     | \$6,600.00          |              |   |
| Saratoga Preservation Foundation           | \$12,000.00               |                     | \$18,000.00                 |                     | \$6,000.00          |              | Not-for-Profit. Increase requested for new program support.           |
| Saratoga Lake Protection (SLPD)            | \$0.00                    |                     | \$5,000.00                  |                     | \$5,000.00          |              | Not-for-Profit. Increase requested for new program support.           |
| Planning Dept: Professional Services       | \$20,321.50               |                     | \$25,000.00                 |                     | \$4,678.50          |              |   |
| Franklin Community Center                  | \$17,000.00               |                     | \$21,500.00                 |                     | \$4,500.00          |              | Not-for-Profit. Increases for utility bill per contract.              |
| City Phone System: Phones                  | \$27,900.00               |                     | \$30,000.00                 |                     | \$2,100.00          |              |   |
| Memorial Day                               | \$2,800.00                |                     | \$4,513.40                  |                     | \$1,713.40          |              |   |
| Code Enf/Building: Office Supplies         | \$1,500.00                |                     | \$3,000.00                  |                     | \$1,500.00          |              |   |
| Visitors Center: Serv Contr SCTB           | \$71,400.00               |                     | \$72,828.00                 |                     | \$1,428.00          |              | Incrs per contract with SCTB.   |
| Code Enf/Building: Conference Registration | \$800.00                  |                     | \$2,000.00                  |                     | \$1,200.00          |              |   |
| County Animal Shelter                      | \$5,000.00                |                     | \$5,000.00                  |                     | \$0.00              |              | County charges City annually.   |
| Veteran's Allowance                        | \$1,100.00                |                     | \$1,100.00                  |                     | \$0.00              |              | Not-for-Profit.   |
| EOC Soup Kitchen                           | \$4,800.00                |                     | \$4,800.00                  |                     | \$0.00              |              | Not-for-Profit.   |
| Saratoga Center for the Family             | \$10,000.00               |                     | \$10,000.00                 |                     | \$0.00              |              | Not-for-Profit.   |
| 60+ Dining                                 | \$6,008.00                |                     | \$6,008.00                  |                     | \$0.00              |              | County program.   |
| Bus Rental (Seniors)                       | \$6,008.00                |                     | \$6,008.00                  |                     | \$0.00              |              | County program.   |
| Liability Insurance                        | \$40,478.00               |                     | \$29,198.00                 |                     | (\$11,280.00)       |              | City-wide Insurance coverage, allocated to departments.               |
| Self-Insurance                             | \$0.00                    |                     | \$0.00                      |                     | \$0.00              |              | City-wide Insurance deductibles. Insurance Reserve in lieu of budget. |
| Unemployment Insurance                     | \$21,840.00               |                     | \$21,840.00                 |                     | \$0.00              |              |   |

\*Changes include selected items; expenses may be offset by revenue, re-organizations, and cuts.

# 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

| 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change | Percent Chg | Notes |
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|

## FINANCE DEPARTMENT

The Finance Department requested budget totals \$3,086,836, a 5.0% increase over its 2016 Adopted Budget.

The Finance Department Requested Budget now includes a PT Web Content Coordinator for City-wide assistance with the City website, added in mid 2016 and unanimously supported by the Council.

Equipment costs have increased to accommodate Data-Network-IT requests for hardware for long-term storage, firewall replacement, and other key network functions. Increased equipment results in increased service contracts, also reflected in IT requests support, updates, and web costs have also increased IT funding needs. IT plans to continue its emphasis increased training. Other outside contractual costs include actuarial and auditing assistance, as well as as possible space rental during a long overdue office renovation.

The Contingency line, containing funds for contracts that are re-negotiated after the budget is adopted which are then transferred to other departments upon settlement, remains strong as three of the seven City union contracts will expire at the end of 2016 and two will expire at the end of 2017. The Mayor is responsible for their re-negotiation. The contingency expense line may also be used for emergencies and other unexpected events and opportunities.

The Interfund Transfer line will most likely increase as the Capital and Debt Service Fund budgets are finalized. This line allows the Finance Department to move to other funds reserve amounts, assigned fund balance, and general fund revenue. It is budgeted neutral, as the expense equals the revenue. For example, when the City uses Building Reserve or Parkland Reserve funds to support capital projects, this is reflected in the expense line for Interfund Transfers as well as the revenue line for the Use of Restricted Fund Balance.

Liability Insurance estimates decreased by about \$2,499.

| <b>FINANCE</b>                        | <b>\$2,938,679.73</b> | <b>6.7%</b> | <b>\$3,086,836.21</b> | <b>6.4%</b> | <b>\$148,156.48</b> | <b>5.0%</b>  |
|---------------------------------------|-----------------------|-------------|-----------------------|-------------|---------------------|--|
| <b>Changes* by Category</b>           |                       |             |                       |             |                     |  |
| <b>PERSONAL SERVICES (inclds SS)</b>  | <b>\$835,057.25</b>   |             | <b>\$867,721.25</b>   |             | <b>\$32,664.00</b>  | <b>3.9%</b>  |
| Web Content Coordinator PT            | \$0.00                |             | \$22,000.00           |             | \$22,000.00         | 2016 hire to assist all depts.   |
| Employment Contracts                  | \$835,057.25          |             | \$845,721.25          |             | \$10,664.00         | Approx incrs due to employee contracts.                                  |
| <b>BENEFITS (Health Ins, Retrmnt)</b> | <b>\$317,364.16</b>   |             | <b>\$325,729.90</b>   |             | <b>\$8,365.74</b>   | <b>2.6%</b>  |
| NYS Retirement                        | \$109,073.19          |             | \$113,436.12          |             | \$4,362.93          | Est change.  |
| Health Benefits                       | \$208,290.97          |             | \$212,293.78          |             | \$4,002.81          | Est change.  |
| <b>EQUIPMENT</b>                      | <b>\$38,867.28</b>    |             | <b>\$56,344.90</b>    |             | <b>\$17,477.62</b>  | <b>45.0%</b>   |
| Data Network: IT Hardware             | \$28,102.72           |             | \$50,181.98           |             | \$22,079.26         | Long-term storage; firewall replacement; addlt ports for network switch. |
| Data Network: IT Software             | \$7,764.56            |             | \$3,162.92            |             | (\$4,601.64)        |  |

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|  | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change              | Percent Chg   | Notes   |
|--|---------------------------|---------------------|-----------------------------|---------------------|---------------------|---------------|---|
| <b>CONTRACTED SERVICES</b>                 | <b>\$1,005,834.94</b>     |                     | <b>\$1,080,728.22</b>       |                     | <b>\$74,893.28</b>  | <b>7.4%</b>   |   |
| <i>Finance Admin: Prof Services</i>        | \$44,000.00               |                     | \$72,900.00                 |                     | \$28,900.00         |               | Actuarial service; independent auditor; space rental during renovation. |
| <i>Data Network: Serv Contracts Equip</i>  | \$118,424.95              |                     | \$140,218.30                |                     | \$21,793.35         |               |   |
| <i>Data Network: Professional Services</i> | \$32,995.82               |                     | \$54,406.67                 |                     | \$21,410.85         |               |   |
| <i>Data Network: Conferences</i>           | \$0.00                    |                     | \$5,000.00                  |                     | \$5,000.00          |               | Incrsd training.  |
| <i>SAD-Birch Run</i>                       | \$64,750.00               |                     | \$66,500.00                 |                     | \$1,750.00          |               | Budget neutral - revenue offset.  |
| <i>Data Network: Hotel</i>                 | \$0.00                    |                     | \$1,000.00                  |                     | \$1,000.00          |               | Incrsd training.  |
| <i>Taxes on City Property</i>              | \$8,200.00                |                     | \$5,000.00                  |                     | (\$3,200.00)        |               |   |
| <i>Liability Insurance</i>                 | \$31,206.00               |                     | \$28,707.00                 |                     | (\$2,499.00)        |               | City-wide Insurance coverage, allocated to departments.                 |
| <i>Self-Insurance</i>                      | \$0.00                    |                     | \$0.00                      |                     | \$0.00              |               | City-wide Insurance deductibles. Insurance Reserve in lieu of budget.   |
| <i>Unemployment Insurance</i>              | \$10,920.00               |                     | \$10,920.00                 |                     | \$0.00              |               |   |
| <b>PRINCIPAL</b>                           | <b>\$49,372.28</b>        |                     | <b>\$51,427.36</b>          |                     | <b>\$2,055.08</b>   | <b>4.2%</b>   | Energy Performance Contract (lease agrmnt-2008).                        |
| <b>INTEREST</b>                            | <b>\$20,215.66</b>        |                     | <b>\$18,160.58</b>          |                     | <b>(\$2,055.08)</b> | <b>-10.2%</b> | Energy Performance Contract (lease agrmnt-2008).                        |
| <b>CONTINGENCY, INTERFUND TRANSFERS</b>    | <b>\$671,968.16</b>       |                     | <b>\$686,724.00</b>         |                     | <b>\$14,755.84</b>  | <b>2.2%</b>   | Contingency-new contracts, emrgnc; Interfund-Debt serv, CCA.            |
| <i>Contingency, only</i>                   | \$325,000.00              |                     | \$550,000.00                |                     | \$225,000.00        |               | New contracts, unplanned events, emergencies, health ins rate incrs.    |
| <i>Interfund Transfers</i>                 | \$346,968.16              |                     | \$136,724.00                |                     | (\$210,244.16)      |               | Budget neutral - revenue offset (reserves, fund balance, other).        |

\*Changes include selected items; expenses may be offset by revenue, re-organizations, and cuts.

# 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

| 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change | Percent Chg | Notes |
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|

## PUBLIC WORKS DEPARTMENT

The Public Works Department requested budget totals \$11,688,369, a 10.8% increase over its 2016 Adopted Budget.

The Public Works Department Requested Budget includes seven+ new FT employees in sub-departments for City Engineer, (1 Environmental Services Manager) DPW Admin (1 Account clerk allocated among the General, Water, and Sewer Funds), City Garage (2 DPW Dispatchers), Streets (1 FT Laborer), Highways (2 FT Laborers) and Off Street Parking (1 FT Laborer). Increased costs for new hires are reflected not only in wages and social security, but also in health insurance and retirement. A City HVAC/Plumber was added to its employee roster in mid-2016. DPW also has substantial wage increases due to recently settled and updated contracts.

DPW continues its equipment replacement requests, budgeting for four pick-up trucks, a utility vehicle, trailers, mowers, snow blowers, weedwhackers, chairs, tables, miscellaneous small tools, kitchen equipment and other items .

A complete Carousel restoration is planned. Legal costs due to boundary issues at the landfill have included. Transfer Station professional Service costs (monitoring, fire safety, etc) have increased. The Loughberry Dam study requires more engineering and legal fees. More funds for Salt and Sand are requested. Building, vehicle, and equipment repair costs are estimated to increase. The cost of various supplies for numerous sub-departments, flowers, landscaping, janitorial to name a few, are also on the rise.

Liability insurance estimates decreased by about \$84,988.

| PUBLIC WORKS                         | \$10,549,787.04       | 24.0% | \$11,688,368.60       | 24.2% | \$1,138,581.56      | 10.8%  |
|--------------------------------------|-----------------------|-------|-----------------------|-------|---------------------|--|
| <b>Changes* by Category</b>          |                       |       |                       |       |                     |  |
| <b>PERSONAL SERVICES (inclds SS)</b> | <b>\$4,898,308.27</b> |       | <b>\$5,348,414.76</b> |       | <b>\$450,106.49</b> | <b>9.2%</b>  |
| NEW: Labor-6 FT                      | \$0.00                |       | \$229,382.00          |       | \$229,382.00        | 2 City Garage Dispatch; 1 Streets; 2 Highways; 1 Offstreet Parking.                  |
| NEW: Environmental Services Manager  | \$0.00                |       | \$50,171.00           |       | \$50,171.00         | Required for City Engineer sub-dept.   |
| NEW: DPW Admin-Account Clerk         | \$0.00                |       | \$11,796.00           |       | \$11,796.00         | 1 FT hire. Allocated among Gen/Water/Sewer funds.                                    |
| Social Security-New Hires & Raises   | \$0.00                |       | \$22,288.20           |       | \$22,288.20         | New hires, raises, overtime increases.   |
| HVAC Plumber                         | \$0.00                |       | \$53,019.75           |       | \$53,019.75         | 2016 hire.   |
| Employment Contracts                 | \$4,898,308.27        |       | \$4,951,249.03        |       | \$52,940.76         | Approx incrs due to employee contracts.  |
| DPW Business Manager                 | \$0.00                |       | \$30,508.78           |       | \$30,508.78         | 2016 hire. Offset by removal of DPW Director. Allocated among Gen/Water/Sewer funds. |
| Overtime - ALL                       | \$150,400.00          |       | \$176,750.00          |       | \$26,350.00         | Department-wide Overtime; reflects updated employee contracts.                       |
| DPW Director                         | \$30,982.90           |       | \$0.00                |       | (\$30,982.90)       | Replaced DPW Director with Business Manager.   |
| <b>BENEFITS (Health Ins, Retmnt)</b> | <b>\$2,492,530.50</b> |       | <b>\$2,869,177.94</b> |       | <b>\$376,647.44</b> | <b>15.1%</b>   |
| NYS Retirement                       | \$670,799.89          |       | \$741,572.06          |       | \$70,772.17         | Est change. Includes new hires.  |
| Health Benefits                      | \$1,821,730.61        |       | \$2,127,605.88        |       | \$305,875.27        | Est change. Includes new hires.  |
| <b>EQUIPMENT</b>                     | <b>\$183,400.00</b>   |       | <b>\$378,650.00</b>   |       | <b>\$195,250.00</b> | <b>106.5%</b>  |
| Streets: Vehicles                    | \$47,000.00           |       | \$95,000.00           |       | \$48,000.00         | 2 F250 pick-up trucks.   |
| Trees: Vehicles                      | \$0.00                |       | \$45,000.00           |       | \$45,000.00         | 1 F250 pick-up truck.  |
| Park&Casino: Vehicles                | \$0.00                |       | \$43,000.00           |       | \$43,000.00         | Gator (\$16,000); Toro (\$27,000).   |
| Streets: Misc Equipment              | \$10,000.00           |       | \$50,000.00           |       | \$40,000.00         | Trailers, mowers, saws, taprs, road/pile compactor, sign machine (\$25,000).         |
| Highways: Vehicles                   | \$50,000.00           |       | \$60,000.00           |       | \$10,000.00         | 1 F350 pick-up truck.  |
| Highways: Misc Equipment             | \$5,000.00            |       | \$10,000.00           |       | \$5,000.00          | Trailer, mowers, saws, tarps, hydraulic breaker with nail point (\$10,000).          |
| Park&Casino: Misc Equipment          | \$5,000.00            |       | \$7,500.00            |       | \$2,500.00          | Mowers, weedwhackers, snowblowers, dishwasher.                                       |
| City Hall: Equipment                 | \$1,200.00            |       | \$2,500.00            |       | \$1,300.00          | Snowblower, weedwhacker, vacuum, chairs, tables.                                     |

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|   | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change              | Percent Chg | Notes  |
|---|---------------------------|---------------------|-----------------------------|---------------------|---------------------|-------------|--|
| City Eng: Office Equipment                    | \$300.00                  |                     | \$750.00                    |                     | \$450.00            |             | Tablet, chairs, tables.  |
| <b>CONTRACTED SERVICES</b>                    | <b>\$2,975,548.27</b>     |                     | <b>\$3,092,125.90</b>       |                     | <b>\$116,577.63</b> | <b>3.9%</b> |  |
| Carousel: Professional Services               | \$10,000.00               |                     | \$112,000.00                |                     | \$102,000.00        |             | 28 horses, complete restoration \$4,000 each.  |
| Transfer Station Prof Serv for Landfill Legal | \$0.00                    |                     | \$75,000.00                 |                     | \$75,000.00         |             | Legal expenses.  |
| Transfer Station: Professional Services       | \$15,000.00               |                     | \$60,000.00                 |                     | \$45,000.00         |             | CT Male monitoring landfill, fire extinguishers & Peter Wehran at \$25,000.          |
| City Eng: Professional Services               | \$0.00                    |                     | \$35,000.00                 |                     | \$35,000.00         |             | Dam engineer and legal costs.  |
| Streets: Vehicle Repairs                      | \$155,000.00              |                     | \$175,000.00                |                     | \$20,000.00         |             |  |
| Street Lighting                               | \$430,000.00              |                     | \$450,000.00                |                     | \$20,000.00         |             |  |
| Highways Misc: Salt and Sand                  | \$120,000.00              |                     | \$130,000.00                |                     | \$10,000.00         |             |  |
| Park&Casino: Professional Services            | \$13,500.00               |                     | \$20,000.00                 |                     | \$6,500.00          |             | Mahoney, ADT, Blann Simplex, pest control.   |
| City Hall: Building Repairs                   | \$25,000.00               |                     | \$30,000.00                 |                     | \$5,000.00          |             |  |
| City Garage: Equipment Repairs                | \$3,500.00                |                     | \$7,500.00                  |                     | \$4,000.00          |             | Gas pumps, fire suppression fire extinguishers, pest control.                        |
| City Eng: Serv Contracts-Equip                | \$2,700.00                |                     | \$6,000.00                  |                     | \$3,300.00          |             |  |
| City Garage: Janitorial Supplies              | \$0.00                    |                     | \$3,000.00                  |                     | \$3,000.00          |             |  |
| Streets: Street Signs                         | \$3,000.00                |                     | \$6,000.00                  |                     | \$3,000.00          |             |  |
| Spit n Spat:Other Supplies                    | \$0.00                    |                     | \$3,000.00                  |                     | \$3,000.00          |             | Maintenance.   |
| Trees: Other Supplies                         | \$2,000.00                |                     | \$5,000.00                  |                     | \$3,000.00          |             | Chains, ropes, etc.  |
| City Hall: Janitorial Supplies                | \$5,000.00                |                     | \$7,500.00                  |                     | \$2,500.00          |             |  |
| City Garage: Other Supplies                   | \$5,000.00                |                     | \$7,500.00                  |                     | \$2,500.00          |             | Water, trash bags, mats, cleaning supplies, vests, welding supplies, paper supplies. |
| City Garage: Building Repairs                 | \$5,000.00                |                     | \$7,500.00                  |                     | \$2,500.00          |             |  |
| Streets: Flowers                              | \$23,000.00               |                     | \$25,000.00                 |                     | \$2,000.00          |             |  |
| Park&Casino: Landscaping                      | \$3,000.00                |                     | \$5,000.00                  |                     | \$2,000.00          |             |  |
| High Rock Park: Street Lighting               | \$0.00                    |                     | \$2,000.00                  |                     | \$2,000.00          |             |  |
| Trees: Vehicle Repairs                        | \$3,000.00                |                     | \$5,000.00                  |                     | \$2,000.00          |             |  |
| Highways Misc: Street Signs                   | \$1,000.00                |                     | \$2,000.00                  |                     | \$1,000.00          |             |  |
| Trees: Tools                                  | \$2,000.00                |                     | \$3,000.00                  |                     | \$1,000.00          |             | Small tools, saws, etc.  |
| Transfer Station: Building Repairs            | \$8,000.00                |                     | \$5,000.00                  |                     | (\$3,000.00)        |             |  |
| City Garage: Utilities                        | \$62,000.00               |                     | \$55,000.00                 |                     | (\$7,000.00)        |             |  |
| Transfer Station: Tipping Fees                | \$80,000.00               |                     | \$70,000.00                 |                     | (\$10,000.00)       |             |  |
| Cemetery: Professional Service                | \$40,000.00               |                     | \$25,000.00                 |                     | (\$15,000.00)       |             | Annual contract.   |
| City Eng: Professional Service - Building     | \$50,000.00               |                     | \$0.00                      |                     | (\$50,000.00)       |             | Misc fees re Courtroom space.  |
| City Eng: Other Supplies                      | \$60,000.00               |                     | \$2,400.00                  |                     | (\$57,600.00)       |             | 2016 Auto Cad purchase complete.   |
| Liability Insurance                           | \$350,744.00              |                     | \$265,756.00                |                     | (\$84,988.00)       |             | City-wide Insurance coverage, allocated to departments.                              |
| Self Insurance                                | \$0.00                    |                     | \$0.00                      |                     | \$0.00              |             | City-wide Insurance deductibles. Insurance Reserve in lieu of budget.                |
| Unemployment Insurance                        | \$30,000.00               |                     | \$15,000.00                 |                     | (\$15,000.00)       |             | Election year.   |

\*Changes include selected items; expenses may be offset by revenue, re-organizations, and cuts.

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

| 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change | Percent Chg | Notes |
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|

### PUBLIC SAFETY DEPARTMENT

The Public Safety Department requested budget totals \$27,240,584, a 9.6% increase over its 2016 Adopted Budget.

The Public Safety Department requests **fourteen FT new hires and 2 PT new hires**, including a 3 new Police Officers, a second Assistant Fire Chief, a PD Cleaner, eight new Firefighters, a PD Dispatcher, a PD Clerk (PT), and an On-Street Parking Enforcement Officer (PT). The eight firefighters would have wages and benefits covered by a federal grant ("SAFER"). The second Assistant Fire Chief will enable consolidation the Fire Prevention and Codes Divisions and support a staffing model that matches contemporary duties. Increased costs for new hires are reflected not only in wages and social security, but also in health insurance and retirement. Public Safety is also asking for a **raise for the PD Identification clerk**. **Other salary increases** are due to recently updated and settled contracts, step increases, and reorganized scheduling. **PD and FD comp time and overtime** have not increased over 2016 adopted budget amounts.

The DPS equipment budget increased by 22%. **Five new vehicles** are included - 4 for the police, 1 for parking enforcement. Additional funds are for **police vehicle police vehicle equipment** and **the County 911 system upgrade**.

**Professional service costs** have increased for several departments (Fire, Police, Admin), as have **service contracts for equipment**. PD costs for **tuition reimbursement, training, uniforms, phones, horse care, supplies** and **equipment repair** are up. FD is spending more for **vehicle and equipment repair** as well, as its fleet ages. Traffic Control requires funds to cover a **change in NYSDOT paint standards**, as well as an uptick in the cost of its **materials**.

**Liability insurance** estimates decreased by about \$14,304.

The **Ambulance program** is projected, based on current year actuals, to offset a substantial amount of its costs via revenues of about \$860,000 (including ambulance services, advanced life support, and station rental).

|                      |                        |              |                        |              |                       |             |
|----------------------|------------------------|--------------|------------------------|--------------|-----------------------|-------------|
| <b>PUBLIC SAFETY</b> | <b>\$24,848,162.87</b> | <b>56.5%</b> | <b>\$27,240,583.64</b> | <b>56.3%</b> | <b>\$2,392,420.77</b> | <b>9.6%</b> |
|----------------------|------------------------|--------------|------------------------|--------------|-----------------------|-------------|

**Changes\* by Category**

|   | 2016                   | 2017                   | Change                | Percent Chg |  |
|---|------------------------|------------------------|-----------------------|-------------|--|
| <b>PERSONAL SERVICES (incls SS)</b>     | <b>\$15,097,422.89</b> | <b>\$16,439,823.88</b> | <b>\$1,342,400.99</b> | <b>8.9%</b> |  |
| NEW: Asst Fire Chief                    | \$100,234.00           | \$217,402.00           | \$117,168.00          |             | 1 New FT hire requested. Consolidation of Fire Prev Office and DPS Codes Division. New staffing model to match contemporary duties. Also, updated employee contract. |
| NEW: Police Officers-3 FT               | \$0.00                 | \$123,792.00           | \$123,792.00          |             | 3 FT New hires requested.  |
| NEW: Police Dept: Central Dispatcher FT | \$0.00                 | \$41,451.00            | \$41,451.00           |             | 1 New FT hire requested.   |
| NEW: Police Dept: Cleaner FT            | \$0.00                 | \$38,635.00            | \$38,635.00           |             | 1 FT New hire requested. Offset by reduction PT hire.  |
| NEW: SAFER Grant Firefighter-8FT        | \$264,114.00           | \$287,280.00           | \$23,166.00           |             | 8 FT New hires requested; offset in part by SAFER grant reimb. Multi-year plan for consolidation, increased demand on services, and retirements.                     |
| NEW: Police Dept: Clerk PT              | \$0.00                 | \$12,480.00            | \$12,480.00           |             | 1 New PT hire requested.   |
| NEW: Parking Enforcement PT             | \$0.00                 | \$6,166.00             | \$6,166.00            |             | 1 New PT hire requested.   |
| RAISE: Police D Identification Clerk    | \$48,597.00            | \$54,910.00            | \$6,313.00            |             | Raise requested frm Grade 10/Step10 to Grade 11/Step 10.   |
| Social Security-New Hires & Raises      | \$31,590.29            | \$59,831.87            | \$28,241.58           |             | New hires, raises.   |
| Fire Dept: Firefighters                 | \$2,825,796.00         | \$3,209,123.00         | \$383,327.00          |             | Updated employee contract.   |
| Sick Leave                              | \$275,000.00           | \$448,681.00           | \$173,681.00          |             | Anticipated retirements.   |
| Police Dept: Investigators              | \$797,060.32           | \$884,820.00           | \$87,759.68           |             | Updated employee contracts, reorganization.  |
| DPS Admin: Senior Clerk                 | \$37,243.00            | \$111,028.00           | \$73,785.00           |             | 2016 hire. Offset by reorganization.   |

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|                                       | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change              | Percent Chg  | Notes  |
|---------------------------------------|---------------------------|---------------------|-----------------------------|---------------------|---------------------|--------------|--|
| Fire 207A Pension                     | \$483,181.00              |                     | \$547,826.00                |                     | \$64,645.00         |              | Updated employee contract.                                 |
| Fire Dept: Social Security            | \$331,266.28              |                     | \$378,232.29                |                     | \$46,966.01         |              | Updated employee contracts. Does not include new hires.    |
| Holiday Pay-ALL                       | \$617,825.00              |                     | \$660,000.00                |                     | \$42,175.00         |              | Updated contracts and reorganized scheduling.              |
| Fire Dept: EMT Incentive              | \$117,400.00              |                     | \$157,500.00                |                     | \$40,100.00         |              | Updated employee contract.                                 |
| Fire Dept: Fire Lieutenants           | \$448,608.00              |                     | \$478,392.00                |                     | \$29,784.00         |              | Updated employee contract.                                 |
| Special Events Overtime-ALL           | \$110,000.00              |                     | \$136,000.00                |                     | \$26,000.00         |              | Contractual increases. Offset by fees.                     |
| Fire Dept: Fire Captain               | \$331,654.00              |                     | \$356,111.00                |                     | \$24,457.00         |              | Updated employee contract.                                 |
| Police Dept: Education Awards         | \$55,125.00               |                     | \$69,348.00                 |                     | \$14,223.00         |              | Updated employee contract.                                 |
| Police Dept: Sergeants                | \$1,022,674.70            |                     | \$1,035,187.00              |                     | \$12,512.30         |              | Updated employee contracts, reorganization.                |
| Police Dept: Social Security          | \$512,656.30              |                     | \$523,137.06                |                     | \$10,480.76         |              | Updated employee contracts. Does not include new hires.    |
| Sick Leave Social Security            | \$26,392.50               |                     | \$37,384.10                 |                     | \$10,991.60         |              |  |
| Police Dept: Police Chief             | \$110,947.00              |                     | \$120,637.00                |                     | \$9,690.00          |              | Updated employee contract.                                 |
| Fire Dept: Fire Chief                 | \$106,193.00              |                     | \$115,315.00                |                     | \$9,122.00          |              | Updated employee contract.                                 |
| Police Dept: Asst Police Chief        | \$106,796.00              |                     | \$115,203.00                |                     | \$8,407.00          |              | Updated employee contract.                                 |
| Retirement Incentives                 | \$0.00                    |                     | \$4,000.00                  |                     | \$4,000.00          |              | Updated employee contracts.                                |
| Fire Dept: Education Awards           | \$15,000.00               |                     | \$18,000.00                 |                     | \$3,000.00          |              | Updated employee contract.                                 |
| Comp Time - ALL                       | \$573,000.00              |                     | \$573,000.00                |                     | \$0.00              |              | Department-wide Comp Time.                                 |
| CT-PO                                 | \$400,000.00              |                     | \$400,000.00                |                     | \$0.00              |              | Police Dept CT.  |
| CT-Fire                               | \$170,000.00              |                     | \$170,000.00                |                     | \$0.00              |              | Fire Dept CT.  |
| Overtime - ALL                        | \$688,760.00              |                     | \$687,000.00                |                     | (\$1,760.00)        |              | Department-wide Overtime.                                  |
| OT-PD                                 | \$428,000.00              |                     | \$428,000.00                |                     | \$0.00              |              | Police Dept OT.  |
| OT-Fire                               | \$130,000.00              |                     | \$130,000.00                |                     | \$0.00              |              | Fire Dept OT.  |
| OT-Dispatch                           | \$75,000.00               |                     | \$75,000.00                 |                     | \$0.00              |              | Dispatch Dept OT.  |
| Parking Enforcement FT                | \$43,324.00               |                     | \$36,522.00                 |                     | (\$6,802.00)        |              | Replacement at lower grade.                                |
| Police Dept: Cleaner PT               | \$21,500.00               |                     | \$10,920.00                 |                     | (\$10,580.00)       |              | Reduction to offset 1 FT cleaner request.                  |
| Police Dept: Central Dispatcher       | \$560,934.00              |                     | \$540,217.00                |                     | (\$20,717.00)       |              | Replacements at lower grade.                               |
| Police Dept: Police Officers          | \$2,729,622.52            |                     | \$2,707,774.00              |                     | (\$21,848.52)       |              | Replacements at lower grade.                               |
| Police 207A                           | \$60,000.00               |                     | \$30,000.00                 |                     | (\$30,000.00)       |              | For active but injured police.                             |
| DPS Admin: Sr. Account Clerk          | \$46,135.00               |                     | \$0.00                      |                     | (\$46,135.00)       |              | Reorganization to Senior Clerk.                            |
| <b>BENEFITS (Health Ins, Retrmnt)</b> | <b>\$7,661,025.75</b>     |                     | <b>\$8,499,970.36</b>       |                     | <b>\$838,944.61</b> | <b>11.0%</b> |  |
| NYS Retirement - Police and Fire      | \$2,908,649.76            |                     | \$3,098,423.73              |                     | \$189,773.97        |              | Est change. Includes new hires.                            |
| NYS Retirement                        | \$267,710.61              |                     | \$290,832.36                |                     | \$23,121.75         |              | Est change. Includes new hires.                            |
| Health Benefits                       | \$4,484,665.38            |                     | \$5,110,714.27              |                     | \$626,048.89        |              | Est change. Includes new hires.                            |
| <b>EQUIPMENT</b>                      | <b>\$366,800.00</b>       |                     | <b>\$448,228.00</b>         |                     | <b>\$81,428.00</b>  | <b>22.2%</b> |  |
| Police Dept: Vehicles                 | \$87,000.00               |                     | \$130,000.00                |                     | \$43,000.00         |              | Replace 2 marked, 2 unmarked PD vehicles, and ACO/PEO Van. |
| Data Network: Software                | \$6,000.00                |                     | \$42,428.00                 |                     | \$36,428.00         |              | County-wide 911 system.                                    |
| Police Dept: Equipment                | \$50,000.00               |                     | \$75,000.00                 |                     | \$25,000.00         |              | Equipment for new police vehicles.                         |
| Data Network: Hardware                | \$28,000.00               |                     | \$40,000.00                 |                     | \$12,000.00         |              | County-wide 911 system.                                    |
| Fire Dept: Vehicles                   | \$35,000.00               |                     | \$0.00                      |                     | (\$35,000.00)       |              |  |

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|  | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change              | Percent Chg | Notes   |
|--|---------------------------|---------------------|-----------------------------|---------------------|---------------------|-------------|---|
| <b>CONTRACTED SERVICES</b>                 | <b>\$1,722,914.23</b>     |                     | <b>\$1,852,561.40</b>       |                     | <b>\$129,647.17</b> | <b>7.5%</b> |   |
| <i>Fire Dept: Professional Services</i>    | \$25,000.00               |                     | \$50,000.00                 |                     | \$25,000.00         |             | Changes to Saratoga County CAD, Computer data systems upgrades, mai               |
| <i>Police Dept: Tuition Reimbursement</i>  | \$18,000.00               |                     | \$35,000.00                 |                     | \$17,000.00         |             | Incrsd number of employees using benefit.   |
| <i>Police Dept: Professional Services</i>  | \$86,000.00               |                     | \$100,000.00                |                     | \$14,000.00         |             | Taser contract, E911 system, increase in Zone 5 fees, 2016 trends.                |
| <i>Police Dept: Serv Contracts-Equip</i>   | \$31,000.00               |                     | \$45,000.00                 |                     | \$14,000.00         |             | Restore Nixel. Addtl PD leased equipment.   |
| <i>DPS Admin: Professional Services</i>    | \$10,000.00               |                     | \$20,000.00                 |                     | \$10,000.00         |             | Increased costs.  |
| <i>Police Dept: Training</i>               | \$30,000.00               |                     | \$40,000.00                 |                     | \$10,000.00         |             | Increased costs. Addtl training.  |
| <i>Traffic Control: Paving Material</i>    | \$50,000.00               |                     | \$60,000.00                 |                     | \$10,000.00         |             | NYSDOT paint standards revised.   |
| <i>Fire Dept: Serv Contracts-Equip</i>     | \$11,000.00               |                     | \$18,000.00                 |                     | \$7,000.00          |             | Changes to Saratoga County CAD, Computer data systems upgrades, maintenance fees. |
| <i>Police Dispatch: Uniforms</i>           | \$0.00                    |                     | \$6,825.00                  |                     | \$6,825.00          |             | New hires.  |
| <i>Police Dept: Phones</i>                 | \$40,000.00               |                     | \$45,000.00                 |                     | \$5,000.00          |             | Incrsd costs.   |
| <i>Police Dept: Horse Care</i>             | \$10,000.00               |                     | \$15,000.00                 |                     | \$5,000.00          |             | Incrsd costs.   |
| <i>Traffic Control: Signs &amp; Posts</i>  | \$30,000.00               |                     | \$35,000.00                 |                     | \$5,000.00          |             | Incrsd costs.   |
| <i>Fire Dept: Vehicle Repair</i>           | \$45,000.00               |                     | \$50,000.00                 |                     | \$5,000.00          |             | Incrsd costs.   |
| <i>Police Dept: Other Supplies</i>         | \$8,000.00                |                     | \$12,000.00                 |                     | \$4,000.00          |             | Incrsd costs, 2016 trend.   |
| <i>Fire Dept: Equipment Repair</i>         | \$11,000.00               |                     | \$15,000.00                 |                     | \$4,000.00          |             | Incrsd costs.   |
| <i>On-Street Parking: Uniforms</i>         | \$0.00                    |                     | \$2,600.00                  |                     | \$2,600.00          |             | New hire.   |
| <i>Police Dept: Hotel</i>                  | \$1,000.00                |                     | \$2,000.00                  |                     | \$1,000.00          |             | Training costs.   |
| <i>Police Dept: Equipment Repair</i>       | \$1,000.00                |                     | \$2,000.00                  |                     | \$1,000.00          |             | Incrsd costs.   |
| <i>Traffic Control: Traffic Lt Repairs</i> | \$25,000.00               |                     | \$26,000.00                 |                     | \$1,000.00          |             |   |
| <i>Police Dept: Utilities</i>              | \$5,500.00                |                     | \$2,500.00                  |                     | (\$3,000.00)        |             |   |
| <i>Fire Dept: Tuition Reimbursement</i>    | \$6,000.00                |                     | \$3,000.00                  |                     | (\$3,000.00)        |             |   |
| <i>Liability Insurance</i>                 | \$316,250.00              |                     | \$301,946.00                |                     | (\$14,304.00)       |             | City-wide Insurance coverage, allocated to departments.                           |
| <i>Self-Insurance</i>                      | \$0.00                    |                     | \$0.00                      |                     | \$0.00              |             | City-wide Insurance deductibles. Insurance Reserve in lieu of budget.             |
| <i>Unemployment Insurance</i>              | \$20,000.00               |                     | \$20,000.00                 |                     | \$0.00              |             |   |

\*Changes include selected items; expenses may be offset by revenue, re-organizations, and cuts.

# 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

| 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change | Percent Chg | Notes |
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|

## ACCOUNTS DEPARTMENT

The Accounts Department requested budget totals \$1,421,533, a 35.1% increase over its 2016 Adopted Budget.

The Accounts Department manages City-wide assessments, purchasing, licensing and permits, vital statistics and Risk and Safety. As the official City Clerk, it is also responsible for records and document retention, and has successfully applied for numerous city grants.

Accounts has requested **3 FT new hires**: a Data Collector and Real Property Assessor for the Assessment sub-department, and an Insurance & Asset Coordinator for the Risk and Safety Director. It has also requested a **47% raise for the Risk and Safety Director** to bring that wage in line with other City directors. Increased costs for new hires are reflected not only in wages and social security, but also in health insurance and retirement.

The Accounts Department has requested a substantial increase for **appraisal services**. Risk and Safety programming has gone up due to the **expansion of security camera maintenance**.

| ACCOUNTS                               | \$1,052,013.04      | 2.4% | \$1,421,533.19      | 2.9% | \$369,520.15        | 35.1%   |
|--|---------------------|------|---------------------|------|---------------------|---|
| <b>Changes* by Category</b>            |                     |      |                     |      |                     |   |
| <b>PERSONAL SERVICES (incls SS)</b>    | <b>\$601,306.60</b> |      | <b>\$783,634.95</b> |      | <b>\$182,328.35</b> | <b>30.3%</b>  |
| NEW: Assessment-Real Property Assessor | \$0.00              |      | \$47,074.00         |      | \$47,074.00         | 1 FT new hire.  |
| NEW: Insurance & Asset Coordinator     | \$0.00              |      | \$37,255.00         |      | \$37,255.00         | 1 FT new hire.  |
| NEW: Assessment-Data Collector         | \$0.00              |      | \$35,820.00         |      | \$35,820.00         | 1 FT new hire.  |
| RAISE: Director of Risk and Safety     | \$84,863.00         |      | \$125,000.00        |      | \$40,137.00         | Create parity among Directors' salaries.                              |
| Social Security-New hires, Raises      | \$6,492.02          |      | \$15,152.74         |      | \$8,660.72          | New hire, raise requests.   |
| Employee Contracts                     | \$509,951.58        |      | \$519,732.05        |      | \$9,780.47          | Approx incrs due to employee contracts.                               |
| <b>BENEFITS (Health Ins, Retrmnt)</b>  | <b>\$291,811.95</b> |      | <b>\$384,798.64</b> |      | <b>\$92,986.69</b>  | <b>31.9%</b>  |
| NYS Retirement                         | \$85,917.80         |      | \$107,977.61        |      | \$22,059.81         | Est change.   |
| Health Benefits                        | \$205,894.15        |      | \$276,821.03        |      | \$70,926.88         | Est change.   |
| <b>EQUIPMENT</b>                       | <b>\$234.00</b>     |      | <b>\$234.00</b>     |      | <b>\$0.00</b>       | <b>0.0%</b>   |
| <b>CONTRACTED SERVICES</b>             | <b>\$158,660.49</b> |      | <b>\$252,865.60</b> |      | <b>\$94,205.11</b>  | <b>59.4%</b>  |
| Assessment: Serv Contr-Appraisal       | \$20,000.00         |      | \$95,000.00         |      | \$75,000.00         | Increased appraiser needs.  |
| Risk and Safety Programming            | \$37,569.00         |      | \$49,981.00         |      | \$12,412.00         | Security Camera maintenance expansion.                                |
| Liability Insurance                    | \$17,164.00         |      | \$10,807.00         |      | (\$6,357.00)        | City-wide Insurance coverage, allocated to departments.               |
| Self Insurance                         | \$0.00              |      | \$0.00              |      | \$0.00              | City-wide Insurance deductibles. Insurance Reserve in lieu of budget. |
| Unemployment Insurance                 | \$0.00              |      | \$10,920.00         |      | \$10,920.00         |   |

\*Changes include selected items; expenses may be offset by revenue, re-organizations, and cuts.

# 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

| 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change | Percent Chg | Notes |
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|
|---------------------------|---------------------|-----------------------------|---------------------|--------|-------------|-------|

## RECREATION DEPARTMENT

The Recreation Department requested budget totals \$2,458,201, a 6.2% increase over its 2016 Adopted Budget. The total Recreation Department Requested Budget cost allocation between Recreation and DPW is: "Rec" - \$945,083 (4.1% increase) and "DPW" - \$1,513,119 (7.5% increase).

The Recreation Department requests can largely be attributed to updated employee contracts and estimated increases in NYS retirement contributions and health insurance. It has an added cost for new programs and Wi-Fi at the Ice rinks which will be offset by program reorganization and increased attractions.

DPW/Recreation is requesting 1 FT new hire for the developing Waterfront. Increased costs for new hires are reflected not only in wages, social security but also in health insurance and retirement. It also requests additional funds for small equipment.

Liability insurance estimates decreased by about \$22,136. The Indoor Recreation Facility proposes funding totaling \$296,421, which is partially offset by revenues estimated at \$175,000 for 2017.

| RECREATION                            | \$2,315,622.79        | 5.3% | \$2,458,201.45        | 5.1% | \$142,578.66       | 6.2%   |
|---------------------------------------|-----------------------|------|-----------------------|------|--------------------|--|
| <b>Changes* by Category</b>           |                       |      |                       |      |                    |  |
| <b>PERSONAL SERVICES (inclds SS)</b>  | <b>\$1,205,643.30</b> |      | <b>\$1,273,999.13</b> |      | <b>\$68,355.83</b> | <b>5.7%</b>  |
| NEW: Waterfront-Labor FT              | \$21,840.00           |      | \$33,696.00           |      | \$11,856.00        | 1 FT new hire requested to replace 1 PT.   |
| Social Security-New Hires             | \$1,670.76            |      | \$2,577.74            |      | \$906.98           | New hire requests.   |
| Recreation Programs and Clinics       | \$367,547.00          |      | \$385,974.84          |      | \$18,427.84        | Basketball, Soccer, LAX.   |
| Indoor Rec Facility                   | \$170,545.00          |      | \$187,718.01          |      | \$17,173.01        | Approx incrs due to employee contracts.  |
| Summer Rec Prgrm                      | \$93,787.00           |      | \$109,514.00          |      | \$15,727.00        | Includes Camp Saradac.   |
| Weibel Ice Rink                       | \$0.00                |      | \$9,800.00            |      | \$9,800.00         | NEW program: "Intro to Ice".   |
| Employee Contract Updates             | \$500,904.54          |      | \$506,568.54          |      | \$5,664.00         | Approx incrs due to employee contracts, not incld those named.                     |
| Youth Parking Program                 | \$15,224.00           |      | \$16,150.00           |      | \$926.00           | Approx incrs due to employee contracts.  |
| Weibel Ice Rink                       | \$34,125.00           |      | \$22,000.00           |      | (\$12,125.00)      | Skateguards and Instructors.   |
| <b>BENEFITS (Health Ins, Retrmnt)</b> | <b>\$414,900.87</b>   |      | <b>\$463,882.12</b>   |      | <b>\$48,981.25</b> | <b>11.8%</b>   |
| NYS Retirement                        | \$149,820.18          |      | \$161,035.87          |      | \$11,215.69        | Est change. Includes DPW and Rec. Includes new hires.                              |
| Health Benefits                       | \$265,080.69          |      | \$302,846.25          |      | \$37,765.56        | Est change. Includes DPW and Rec. Includes new hires.                              |
| <b>EQUIPMENT</b>                      | <b>\$44,350.00</b>    |      | <b>\$70,500.00</b>    |      | <b>\$26,150.00</b> | <b>59.0%</b>   |
| DPW-all subdepts                      | \$20,500.00           |      | \$45,500.00           |      | \$25,000.00        | Trailer, plows, smaller lawn mowers, line painter, one large lawn mower, sand pro. |
| Rec Dept-all subdepts                 | \$23,850.00           |      | \$25,000.00           |      | \$1,150.00         |  |
| <b>CONTRACTED SERVICES</b>            | <b>\$650,728.62</b>   |      | <b>\$649,820.20</b>   |      | <b>(\$908.42)</b>  | <b>-0.1%</b>   |
| Rec Dept-all subdepts                 | \$116,791.52          |      | \$134,658.20          |      | \$17,866.68        | Ice Rinks Building Repairs, WI-FI, new program costs.                              |
| DPW-all subdepts                      | \$479,843.10          |      | \$483,204.00          |      | \$3,360.90         | Incrc costs for required repair, maintenance of older equip and buildings.         |
| Liability Insurance                   | \$46,094.00           |      | \$23,958.00           |      | (\$22,136.00)      | Landscaping.   |
| Self Insurance                        | \$0.00                |      | \$0.00                |      | \$0.00             | City-wide Insurance coverage, allocated to departments.                            |
| Unemployment Insurance                | \$8,000.00            |      | \$8,000.00            |      | \$0.00             | City-wide Insurance deductibles. Insurance Reserve in lieu of budget.              |

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|   | 2016<br>Adopted<br>Budget | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change                | Percent Chg | Notes  |
|---|---------------------------|---------------------|-----------------------------|---------------------|-----------------------|-------------|--|
| <b>DPW and REC Depts Allocation</b>                           |                           |                     |                             |                     |                       |             |  |
| Recreation Dept, only TOTAL                                   | \$907,714.33              |                     | \$945,082.75                |                     | \$37,368.42           | 4.1%        |  |
| DPW, only TOTAL   | \$1,407,908.46            |                     | \$1,513,118.70              |                     | \$105,210.24          | 7.5%        |  |
|   | \$2,315,622.79            |                     | \$2,458,201.45              |                     |                       |             |  |
| .....   |                           |                     |                             |                     |                       |             |  |
| <b><u>New Indoor Recreation Facility (included above)</u></b> |                           |                     |                             |                     |                       |             |  |
| PERSONAL SERVICES (inclds SS)                                 | \$170,545.00              |                     | \$187,718.01                |                     | \$17,173.01           |             | Supervision (incrsd front desk time), Labor. |
| BENEFITS (Health Ins, Retrmnt)                                | NA                        |                     | NA                          |                     | NA                    |             |  |
| EQUIPMENT   | \$5,500.00                |                     | \$6,350.00                  |                     | \$850.00              |             |  |
| CONTRACTED SERVICES   | <u>\$101,508.00</u>       |                     | <u>\$102,353.00</u>         |                     | <u>\$845.00</u>       |             |  |
|   | \$277,553.00              |                     | \$296,421.01                |                     | \$18,868.01           |             |  |
| <b>DPW and REC Depts Allocation</b>                           |                           |                     |                             |                     |                       |             |  |
| Recreation Dept, only TOTAL                                   | \$79,463.00               |                     | \$89,663.00                 |                     | \$10,200.00           | 12.8%       |  |
| DPW/Rec, only TOTAL   | \$198,090.00              |                     | \$206,758.01                |                     | \$8,668.01            | 4.4%        |  |
| <b><u>GENERAL FUND Grand Total</u></b>                        |                           |                     |                             |                     |                       |             |  |
|   | <b>\$44,013,015.51</b>    |                     | <b>\$48,360,018.50</b>      |                     | <b>\$4,347,002.99</b> | <b>9.9%</b> |  |

\*Changes include selected items; expenses may be offset by revenue, re-organizations, and cuts.

## 2017 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

|   | 2016<br>Adopted<br>Budget   | Percent of<br>Total | 2017<br>Requested<br>Budget | Percent of<br>Total | Change              | Percent Chg | Notes  |
|---|-----------------------------|---------------------|-----------------------------|---------------------|---------------------|-------------|--|
| <b>NEW HIRE REQUESTS</b>  |                             |                     |                             |                     |                     |             |  |
| <b>Twenty-eight new hires, 26 FT and 2 PT positions, were requested by four departments. The costs for new hires must take into consideration not only wages, but also social security, health insurances, and retirement benefits. These total an estimated \$1.932 million and are summarized below. The new hires include eight firefighters who would be covered by a</b> |                             |                     |                             |                     |                     |             |  |
|   | <b>Wage &amp; Soc. Sec.</b> |                     | <b>Health Insurances</b>    |                     | <b>Retirement</b>   |             | <b>TOTAL</b>   |
| <b>MAYOR</b>  | <b>\$0.00</b>               |                     | <b>\$0.00</b>               |                     | <b>\$0.00</b>       |             | <b>\$0.00</b> <b>0</b> New hires requested.                                      |
| <b>FINANCE</b>  | <b>\$0.00</b>               |                     | <b>\$0.00</b>               |                     | <b>\$0.00</b>       |             | <b>\$0.00</b> <b>0</b> New hires requested.                                      |
| <b>PUBLIC WORKS</b>   | <b>\$313,637.20</b>         |                     | <b>\$179,259.98</b>         |                     | <b>\$43,940.18</b>  |             | <b>\$536,837.35</b> <b>7.33</b> New hires requested.                             |
| City Eng: Environmental Services Manager  | \$54,009.08                 |                     | \$24,497.92                 |                     | \$7,776.51          |             | \$86,283.51  |
| DPW Admin: Account Clerk  | \$12,698.39                 |                     | \$8,165.97                  |                     | \$609.46            |             | \$21,473.83     General, Water, Sewer Funds                                      |
| City Gar: Dispatch-Labor  | \$50,917.37                 |                     | \$24,432.68                 |                     | \$7,331.35          |             | \$82,681.40  |
| City Gar: Dispatch-Labor  | \$50,917.37                 |                     | \$24,432.68                 |                     | \$7,331.35          |             | \$82,681.40  |
| Streets: Labor FT   | \$36,273.74                 |                     | \$24,432.68                 |                     | \$5,222.88          |             | \$65,929.30  |
| Highways: Labor FT  | \$36,273.74                 |                     | \$24,432.68                 |                     | \$5,222.88          |             | \$65,929.30  |
| Highways: Labor FT  | \$36,273.74                 |                     | \$24,432.68                 |                     | \$5,222.88          |             | \$65,929.30  |
| Off St Parking: Labor FT  | \$36,273.74                 |                     | \$24,432.68                 |                     | \$5,222.88          |             | \$65,929.30  |
| <b>PUBLIC SAFETY</b>  | <b>\$661,137.86</b>         |                     | <b>\$312,372.17</b>         |                     | <b>\$137,661.12</b> |             | <b>\$1,111,171.14</b> <b>16</b> New hires requested.                             |
| PD Central Dispatch: Dispatcher-FT  | \$44,622.00                 |                     | \$24,497.92                 |                     | \$6,424.91          |             | \$75,544.83  |
| Police Dept: Clerk PT   | \$13,434.72                 |                     | \$0.00                      |                     | \$0.00              |             | \$13,434.72     PT   |
| Police Officer  | \$44,420.70                 |                     | \$24,497.92                 |                     | \$10,027.15         |             | \$78,945.77  |
| Police Officer  | \$44,420.70                 |                     | \$24,497.92                 |                     | \$10,027.15         |             | \$78,945.77  |
| Police Officer  | \$44,420.70                 |                     | \$24,497.92                 |                     | \$10,027.15         |             | \$78,945.77  |
| Police Dept: Cleaner-FT   | \$41,590.58                 |                     | \$24,497.92                 |                     | \$5,988.43          |             | \$72,076.92  |
| On Street Parking: PEO-PT   | \$6,637.70                  |                     | \$0.00                      |                     | \$0.00              |             | \$6,637.70     PT  |
| Fire Dept: Asst Fire Chief-FT   | \$112,333.85                |                     | \$24,200.00                 |                     | \$25,357.29         |             | \$161,891.14   |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| Fire Dept: Firefighter -FT  | \$38,657.12                 |                     | \$20,710.32                 |                     | \$8,726.13          |             | \$68,093.57     SAFER Grant  |
| <b>ACCOUNTS</b>   | <b>\$129,340.40</b>         |                     | <b>\$73,493.76</b>          |                     | <b>\$18,623.10</b>  |             | <b>\$221,457.26</b> <b>3</b> New hires requested.                                |
| Assessment: Data Collector  | \$38,560.23                 |                     | \$24,497.92                 |                     | \$5,552.10          |             | \$68,610.25  |
| Assessment: Real Property Assessor  | \$50,675.16                 |                     | \$24,497.92                 |                     | \$7,296.47          |             | \$82,469.55  |
| Accounts Admin: Ins & Asset Coordinator   | \$40,105.01                 |                     | \$24,497.92                 |                     | \$5,774.53          |             | \$70,377.45  |
| <b>RECREATION</b>   | <b>\$0.00</b>               |                     | <b>\$0.00</b>               |                     | <b>\$0.00</b>       |             | <b>\$0.00</b> <b>0</b> New hires requested.                                      |
| <b>DPW-RECREATION</b>   | <b>\$36,273.74</b>          |                     | <b>\$24,432.68</b>          |                     | <b>\$5,222.88</b>   |             | <b>\$65,929.30</b> <b>1</b> New hires requested.                                 |
| Waterfront: Laborer-1 FT  | \$36,273.74                 |                     | \$24,432.68                 |                     | \$5,222.88          |             | \$65,929.30  |
| <b>TOTAL</b>  | <b>\$1,140,389.20</b>       |                     | <b>\$589,558.59</b>         |                     | <b>\$205,447.27</b> |             | <b>\$1,935,395.06</b> <b>27.33</b> New hires requested.<br><b>25.33 FT; 2 PT</b> |