



**CITY OF  
SARATOGA SPRINGS**

**OFFICE OF THE  
COMMISSIONER OF FINANCE**

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

**SEWER FUND  
EXPENSES-Detail**

### 3rd Quarter 2016 Budget Report Expenses: SEWER FUND, by Sub-Department

**Note:** This report is to fulfill Saratoga Springs City Charter Requirements. It is designed to assist city departments in the execution of their budgets. These figures are not audited and are on a cash basis.

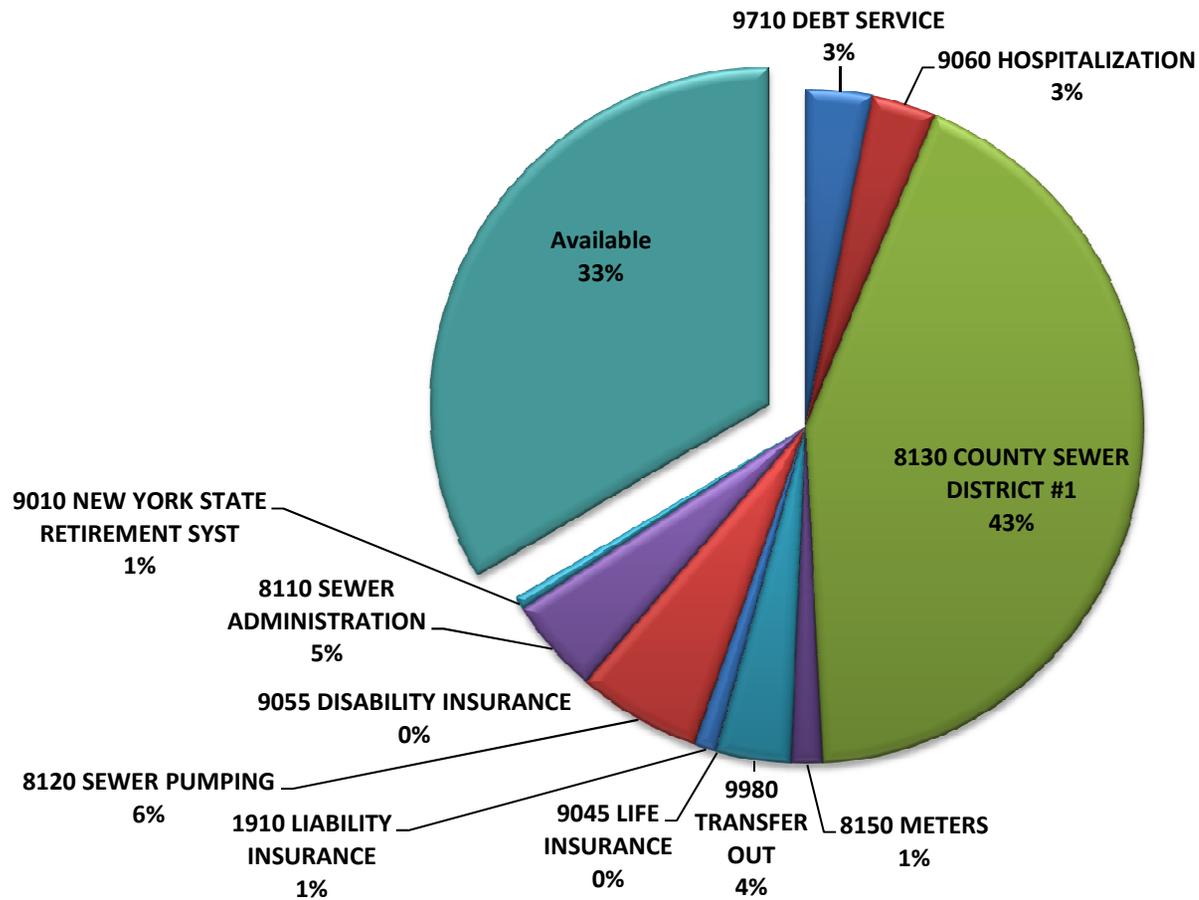
ACCOUNTS FOR: G SEWER FUND	2016 Adopted Budget	2016 Transfers Adjustments	2016 Revised Budget	2016 YTD Expended	2016 Encmbrncs	2016 Available Budget	2016 % Used	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used
<b>1910 LIABILITY INSURANCE</b>	<b>\$73,773</b>	<b>\$0</b>	<b>\$73,773</b>	<b>\$49,727</b>	<b>\$0</b>	<b>\$24,046</b>	<b>67.4%</b>	<b>\$59,628</b>	<b>\$0</b>	<b>\$4,523</b>	<b>92.9%</b>
4 Contracted Services	\$73,773	\$0	\$73,773	\$49,727	\$0	\$24,046	67.4%	\$59,628	\$0	\$4,523	92.9%
<b>1930 MEDICAL AND CASUALTY INSURANCE</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>0.0%</b>
4 Contracted Services	\$5,000	\$0	\$5,000	\$0	\$0	\$5,000	0.0%	\$0	\$0	\$5,000	0.0%
<b>8110 SEWER ADMINISTRATION</b>	<b>\$515,887</b>	<b>\$904</b>	<b>\$516,791</b>	<b>\$208,324</b>	<b>\$5,345</b>	<b>\$303,122</b>	<b>41.3%</b>	<b>\$211,234</b>	<b>\$3,361</b>	<b>\$177,058</b>	<b>54.8%</b>
1 Personal Services	\$451,087	\$11	\$451,099	\$184,797	\$0	\$266,302	41.0%	\$178,514	\$0	\$159,191	52.9%
2 Equipment	\$10,500	\$0	\$10,500	\$5,667	\$0	\$4,833	54.0%	\$7,215	\$111	\$0	100.0%
4 Contracted Services	\$54,300	\$893	\$55,193	\$17,860	\$5,345	\$31,988	42.0%	\$25,506	\$3,250	\$17,867	61.7%
<b>8120 SEWER PUMPING</b>	<b>\$454,119</b>	<b>\$33,984</b>	<b>\$488,103</b>	<b>\$265,729</b>	<b>\$11,332</b>	<b>\$211,042</b>	<b>56.8%</b>	<b>\$237,834</b>	<b>\$36,861</b>	<b>\$156,755</b>	<b>63.7%</b>
1 Personal Services	\$289,369	\$0	\$289,369	\$179,444	\$0	\$109,925	62.0%	\$180,350	\$0	\$88,895	67.0%
2 Equipment	\$23,000	\$5,588	\$28,588	\$22,268	\$0	\$6,320	77.9%	\$1,371	\$0	\$10,629	11.4%
4 Contracted Services	\$141,750	\$28,396	\$170,146	\$64,017	\$11,332	\$94,797	44.3%	\$56,114	\$36,861	\$57,232	61.9%
<b>8130 COUNTY SEWER DISTRICT #1</b>	<b>\$2,777,052</b>	<b>\$0</b>	<b>\$2,777,052</b>	<b>\$2,001,867</b>	<b>\$0</b>	<b>\$775,185</b>	<b>72.1%</b>	<b>\$2,082,788</b>	<b>\$0</b>	<b>\$694,265</b>	<b>75.0%</b>
4 Contracted Services	\$2,777,052	\$0	\$2,777,052	\$2,001,867	\$0	\$775,185	72.1%	\$2,082,788	\$0	\$694,265	75.0%
<b>8150 METERS</b>	<b>\$96,453</b>	<b>\$0</b>	<b>\$96,453</b>	<b>\$69,349</b>	<b>\$0</b>	<b>\$27,104</b>	<b>71.9%</b>	<b>\$64,722</b>	<b>\$0</b>	<b>\$28,383</b>	<b>69.5%</b>
1 Personal Services	\$95,153	\$0	\$95,153	\$69,349	\$0	\$25,804	72.9%	\$64,641	\$0	\$27,163	70.4%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$1,300	\$0	\$1,300	\$0	\$0	\$1,300	0.0%	\$81	\$0	\$1,219	6.2%
<b>9010 NEW YORK STATE RETIREMENT SYST</b>	<b>\$103,214</b>	<b>\$0</b>	<b>\$103,214</b>	<b>\$29,877</b>	<b>\$0</b>	<b>\$73,338</b>	<b>28.9%</b>	<b>\$29,486</b>	<b>\$0</b>	<b>\$100,905</b>	<b>22.6%</b>
8 Employee Benefits	\$103,214	\$0	\$103,214	\$29,877	\$0	\$73,338	28.9%	\$29,486	\$0	\$100,905	22.6%
<b>9045 LIFE INSURANCE</b>	<b>\$646</b>	<b>\$0</b>	<b>\$646</b>	<b>\$438</b>	<b>\$0</b>	<b>\$208</b>	<b>67.8%</b>	<b>\$429</b>	<b>\$0</b>	<b>\$182</b>	<b>70.2%</b>
4 Contracted Services	\$646	\$0	\$646	\$438	\$0	\$208	67.8%	\$429	\$0	\$182	70.2%
<b>9050 UNEMPLOYMENT INSURANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%

### 3rd Quarter 2016 Budget Report Expenses: SEWER FUND, by Sub-Department

**Note:** This report is to fulfill Saratoga Springs City Charter Requirements. It is designed to assist city departments in the execution of their budgets. These figures are not audited and are on a cash basis.

ACCOUNTS FOR: G SEWER FUND	2016 Adopted Budget	2016 Transfers Adjustments	2016 Revised Budget	2016 YTD Expended	2016 Encmbrncs	2016 Available Budget	2016 % Used	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used
<b>9055 DISABILITY INSURANCE</b>	<b>\$529</b>	<b>\$0</b>	<b>\$529</b>	<b>\$269</b>	<b>\$0</b>	<b>\$260</b>	<b>50.8%</b>	<b>\$256</b>	<b>\$0</b>	<b>\$275</b>	<b>48.2%</b>
4 Contracted Services	\$529	\$0	\$529	\$269	\$0	\$260	50.8%	\$256	\$0	\$275	48.2%
<b>9060 HOSPITALIZATION</b>	<b>\$190,841</b>	<b>\$0</b>	<b>\$190,841</b>	<b>\$144,769</b>	<b>\$0</b>	<b>\$46,073</b>	<b>75.9%</b>	<b>\$110,333</b>	<b>\$0</b>	<b>\$44,029</b>	<b>71.5%</b>
1 Personal Services	\$11,519	\$0	\$11,519	\$6,142	\$0	\$5,376	53.3%	\$6,701	\$0	\$2,882	69.9%
8 Employee Benefits	\$179,323	\$0	\$179,323	\$138,626	\$0	\$40,696	77.3%	\$103,631	\$0	\$41,147	71.6%
<b>9089 SICK LEAVE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
<b>9710 DEBT SERVICE</b>	<b>\$161,349</b>	<b>\$0</b>	<b>\$161,349</b>	<b>\$146,467</b>	<b>\$0</b>	<b>\$14,882</b>	<b>90.8%</b>	<b>\$117,420</b>	<b>\$0</b>	<b>\$6,050</b>	<b>95.1%</b>
6 Principal	\$69,596	\$0	\$69,596	\$69,596	\$0	\$0	100.0%	\$47,773	\$0	\$0	100.0%
7 Debt Service Interest	\$91,753	\$0	\$91,753	\$76,871	\$0	\$14,882	83.8%	\$69,647	\$0	\$6,050	92.0%
<b>9980 TRANSFER OUT</b>	<b>\$68,792</b>	<b>\$166,000</b>	<b>\$234,792</b>	<b>\$166,000</b>	<b>\$0</b>	<b>\$68,792</b>	<b>70.7%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$66,144</b>	<b>0.0%</b>
9 Contingency/Transfers	\$68,792	\$166,000	\$234,792	\$166,000	\$0	\$68,792	70.7%	\$0	\$0	\$66,144	0.0%
<b>9990 CONTINGENCY</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,800</b>	<b>0.0%</b>
9 Contingency/Transfers	\$10,000	\$0	\$10,000	\$0	\$0	\$10,000	0.0%	\$0	\$0	\$23,800	0.0%
											<b>69.3%</b>
<b>TOTAL COMMISSIONER OF PUBLIC WORKS</b>	<b>\$4,457,656</b>	<b>\$200,887</b>	<b>\$4,658,544</b>	<b>\$3,082,816</b>	<b>\$16,676</b>	<b>\$1,559,052</b>	<b>66.5%</b>	<b>\$2,914,129</b>	<b>\$40,222</b>	<b>\$1,307,368</b>	<b>69.3%</b>

**3rd Quarter 2016 SEWER FUND Expense Budget - by Sub-Department**  
**Available/Expended+Encumbered//TOTAL**  
**(\$1,559,052/\$3,099,492//\$4,658,544)**



## 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 01/01/16-09/30/16.
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.