



**CITY OF  
SARATOGA SPRINGS**

**OFFICE OF THE  
COMMISSIONER OF FINANCE**

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

**WATER FUND  
EXPENSES-Detail**

### 3rd Quarter 2016 Budget Report Expenses: WATER FUND, by SUB-DEPARTMENT with CATEGORY TOTALS

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

ACCOUNTS FOR: F WATER FUND	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>\$58,848</b>	<b>\$0</b>	<b>\$58,848</b>	<b>\$40,021</b>	<b>\$0</b>	<b>\$18,827</b>	<b>68.0%</b>	<b>\$47,456</b>	<b>\$0</b>	<b>\$3,716</b>	<b>92.7%</b>
4 Contracted Services	\$58,848	\$0	\$58,848	\$40,021	\$0	\$18,827	68.0%	\$47,456	\$0	\$3,716	92.7%
<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>8310 WATER ADMINISTRATION</b>	<b>\$277,656</b>	<b>\$21,110</b>	<b>\$298,766</b>	<b>\$173,432</b>	<b>\$19,201</b>	<b>\$106,133</b>	<b>64.5%</b>	<b>\$152,487</b>	<b>\$9,157</b>	<b>\$75,503</b>	<b>68.2%</b>
1 Personal Services	\$227,706	\$11	\$227,717	\$146,357	\$0	\$81,360	64.3%	\$131,276	\$0	\$55,745	70.2%
2 Equipment	\$3,000	(\$2,000)	\$1,000	\$797	\$0	\$203	79.7%	\$3,470	\$0	\$632	84.6%
4 Contracted Services	\$46,950	\$23,099	\$70,049	\$26,278	\$19,201	\$24,570	64.9%	\$17,741	\$9,157	\$19,125	58.4%
<b>8320 LAKE &amp; RESERVOIR</b>	<b>\$35,200</b>	<b>\$20,000</b>	<b>\$55,200</b>	<b>\$25,391</b>	<b>\$0</b>	<b>\$29,809</b>	<b>46.0%</b>	<b>\$32,252</b>	<b>\$0</b>	<b>\$8,134</b>	<b>79.9%</b>
1 Personal Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
2 Equipment	\$2,000	(\$2,000)	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$33,200	\$22,000	\$55,200	\$25,391	\$0	\$29,809	46.0%	\$32,252	\$0	\$8,134	79.9%
<b>8330 WATER TREATMENT PLANT</b>	<b>\$1,446,966</b>	<b>\$17,079</b>	<b>\$1,464,045</b>	<b>\$874,276</b>	<b>\$78,342</b>	<b>\$511,427</b>	<b>65.1%</b>	<b>\$859,425</b>	<b>\$74,801</b>	<b>\$379,386</b>	<b>71.1%</b>
1 Personal Services	\$720,916	\$0	\$720,916	\$503,937	\$0	\$216,979	69.9%	\$484,713	\$0	\$213,934	69.4%
2 Equipment	\$90,000	(\$17,514)	\$72,486	\$55,386	\$397	\$16,703	77.0%	\$31,298	\$0	\$3,717	89.4%
4 Contracted Services	\$636,050	\$34,593	\$670,643	\$314,953	\$77,945	\$277,744	58.6%	\$343,413	\$74,801	\$161,735	72.1%
<b>8340 METERS</b>	<b>\$233,903</b>	<b>\$3,000</b>	<b>\$236,903</b>	<b>\$159,340</b>	<b>\$44,170</b>	<b>\$33,394</b>	<b>85.9%</b>	<b>\$123,274</b>	<b>\$18,809</b>	<b>\$52,159</b>	<b>73.1%</b>
1 Personal Services	\$95,153	\$0	\$95,153	\$69,379	\$0	\$25,774	72.9%	\$64,666	\$0	\$25,827	71.5%
2 Equipment	\$126,000	(\$300)	\$125,700	\$81,729	\$41,307	\$2,664	97.9%	\$51,002	\$18,809	\$22,689	75.5%
4 Contracted Services	\$12,750	\$3,300	\$16,050	\$8,231	\$2,863	\$4,956	69.1%	\$7,607	\$0	\$3,643	67.6%
<b>8341 WATER MAINTENANCE</b>	<b>\$399,431</b>	<b>(\$1,282)</b>	<b>\$398,149</b>	<b>\$221,759</b>	<b>\$15,585</b>	<b>\$160,804</b>	<b>59.6%</b>	<b>\$243,145</b>	<b>\$35,019</b>	<b>\$123,755</b>	<b>69.2%</b>
1 Personal Services	\$260,831	(\$7,800)	\$253,031	\$156,401	\$0	\$96,630	61.8%	\$182,466	\$0	\$90,482	66.9%
2 Equipment	\$35,000	\$0	\$35,000	\$5,582	\$0	\$29,418	15.9%	\$7,810	\$0	\$15,190	34.0%
4 Contracted Services	\$103,600	\$6,518	\$110,118	\$59,776	\$15,585	\$34,756	68.4%	\$52,869	\$35,019	\$18,083	82.9%

### 3rd Quarter 2016 Budget Report Expenses: WATER FUND, by SUB-DEPARTMENT with CATEGORY TOTALS

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

ACCOUNTS FOR: F WATER FUND	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>8342 WATER LINE EXTENSION</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%
2 Equipment	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
4 Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	0.0%
<b>8343 EMERGENCY WATER REPAIRS</b>	<b>\$21,418</b>	<b>\$7,800</b>	<b>\$29,218</b>	<b>\$17,553</b>	<b>\$0</b>	<b>\$11,665</b>	<b>60.1%</b>	<b>\$13,085</b>	<b>\$0</b>	<b>\$11,571</b>	<b>53.1%</b>
1 Personal Services	\$12,918	\$7,800	\$20,718	\$17,553	\$0	\$3,165	84.7%	\$7,984	\$0	\$3,516	69.4%
4 Contracted Services	\$8,500	\$0	\$8,500	\$0	\$0	\$8,500	0.0%	\$5,101	\$0	\$8,055	38.8%
<b>9010 NEW YORK STATE RETIREMENT SYST</b>	<b>\$138,242</b>	<b>\$0</b>	<b>\$138,242</b>	<b>\$46,365</b>	<b>\$0</b>	<b>\$91,877</b>	<b>33.5%</b>	<b>\$43,816</b>	<b>\$0</b>	<b>\$156,595</b>	<b>21.9%</b>
8 Employee Benefits	\$138,242	\$0	\$138,242	\$46,365	\$0	\$91,877	33.5%	\$43,816	\$0	\$156,595	21.9%
<b>9045 LIFE INSURANCE</b>	<b>\$1,049</b>	<b>\$0</b>	<b>\$1,049</b>	<b>\$778</b>	<b>\$0</b>	<b>\$271</b>	<b>74.1%</b>	<b>\$726</b>	<b>\$0</b>	<b>\$498</b>	<b>59.3%</b>
4 Contracted Services	\$1,049	\$0	\$1,049	\$778	\$0	\$271	74.1%	\$726	\$0	\$498	59.3%
<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%
<b>9055 DISABILITY INSURANCE</b>	<b>\$914</b>	<b>\$0</b>	<b>\$914</b>	<b>\$456</b>	<b>\$0</b>	<b>\$458</b>	<b>49.9%</b>	<b>\$446</b>	<b>\$0</b>	<b>\$470</b>	<b>48.7%</b>
4 Contracted Services	\$914	\$0	\$914	\$456	\$0	\$458	49.9%	\$446	\$0	\$470	48.7%
<b>9060 HOSPITALIZATION</b>	<b>\$405,069</b>	<b>\$0</b>	<b>\$405,069</b>	<b>\$287,449</b>	<b>\$0</b>	<b>\$117,620</b>	<b>71.0%</b>	<b>\$255,784</b>	<b>\$0</b>	<b>\$121,730</b>	<b>67.8%</b>
1 Personal Services	\$9,150	\$0	\$9,150	\$6,384	\$0	\$2,766	69.8%	\$5,517	\$0	\$2,288	70.7%
8 Employee Benefits	\$395,919	\$0	\$395,919	\$281,065	\$0	\$114,854	71.0%	\$250,267	\$0	\$119,442	67.7%
<b>9089 SICK LEAVE</b>	<b>\$11,304</b>	<b>\$0</b>	<b>\$11,304</b>	<b>\$6,617</b>	<b>\$0</b>	<b>\$4,687</b>	<b>58.5%</b>	<b>\$17,944</b>	<b>\$0</b>	<b>\$1</b>	<b>100.0%</b>
1 Personal Services	\$11,304	\$0	\$11,304	\$6,617	\$0	\$4,687	58.5%	\$17,944	\$0	\$1	100.0%

### 3rd Quarter 2016 Budget Report Expenses: WATER FUND, by SUB-DEPARTMENT with CATEGORY TOTALS

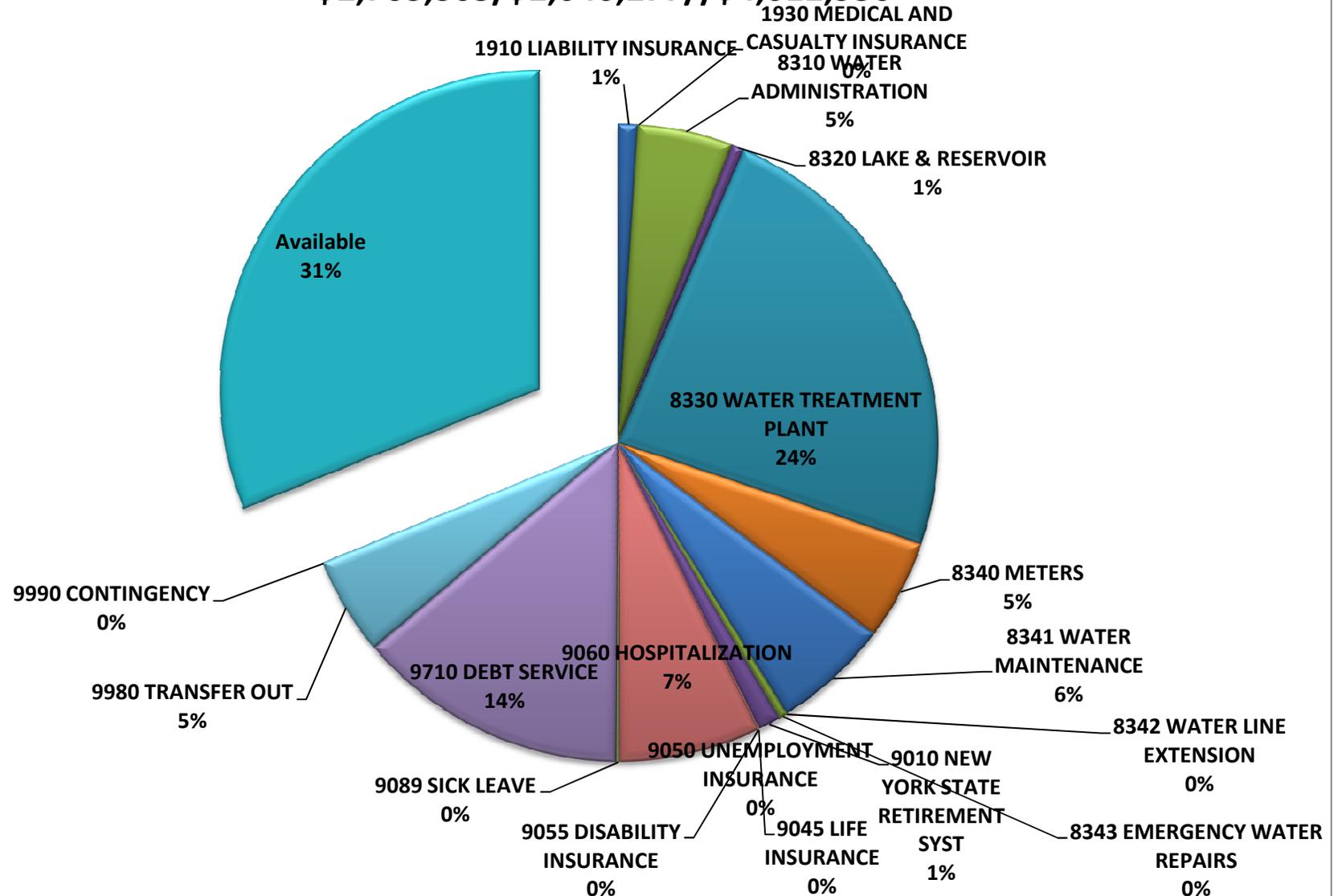
**Note:** This report is to fulfill Saratoga Springs City Charter Requirements. It is designed to assist city departments in the execution of their budgets. These figures are not audited and are on a cash basis.

ACCOUNTS FOR: F WATER FUND	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>9710 DEBT SERVICE</b>	<b>\$624,926</b>	<b>\$1,472</b>	<b>\$626,398</b>	<b>\$552,569</b>	<b>\$0</b>	<b>\$73,829</b>	<b>88.2%</b>	<b>\$503,966</b>	<b>\$0</b>	<b>\$70,516</b>	<b>87.7%</b>
6 Principal	\$305,261	\$1,472	\$306,733	\$306,733	\$0	\$0	100.0%	\$250,892	\$0	\$1	100.0%
7 Debt Service Interest	\$319,665	\$0	\$319,665	\$245,836	\$0	\$73,829	76.9%	\$253,073	\$0	\$70,516	78.2%
<b>9980 TRANSFER OUT</b>	<b>\$75,328</b>	<b>\$200,000</b>	<b>\$275,328</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$75,328</b>	<b>72.6%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$72,296</b>	<b>0.0%</b>
9 Contingency/Transfers	\$75,328	\$200,000	\$275,328	\$200,000	\$0	\$75,328	72.6%	\$0	\$0	\$72,296	0.0%
<b>9990 CONTINGENCY</b>	<b>\$10,000</b>	<b>(\$1,472)</b>	<b>\$8,528</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,528</b>	<b>0.0%</b>	<b>\$0</b>	<b>\$0</b>	<b>\$42,413</b>	<b>0.0%</b>
9 Contingency/Transfers	\$10,000	(\$1,472)	\$8,528	\$0	\$0	\$8,528	0.0%	\$0	\$0	\$42,413	0.0%
<b>TOTAL WATER FUND</b>	<b>\$3,745,255</b>	<b>\$267,707</b>	<b>\$4,012,961</b>	<b>\$2,606,007</b>	<b>\$157,298</b>	<b>\$1,249,656</b>	<b>68.9%</b>	<b>\$2,293,807</b>	<b>\$137,786</b>	<b>\$1,123,744</b>	<b>68.4%</b>

### 3rd Quarter 2016 WATER FUND Expense Budget - by Sub-Department

Available/Expended+Encumbered//TOTAL

\$2,763,305/\$2,046,277//\$4,012,950



## NOTES AND COMMENTS

1. **Purpose of this Report:** This is a report to fulfill Saratoga Springs City Charter requirements. It is designed to assist city departments in the execution of their budgets. These figures are not audited and are on a cash basis.
2. **Revenue Printed as Credit:** Revenue has a minus sign (-) as it is printed as a credit in the city financial accounting system.
3. **Comparing 2016 Expenses with Prior Years:** Year-to year variation may be evident between some items because the *total* budgets have increased or decreased. Compare both the Amounts as well as the Percents. In addition, items are sometimes re-categorized due to re-organization, auditor recommendation, or increased clarification. This can also affect year-to-year comparison.
4. **“Number of Personnel”:** Differences among quarters are due to seasonal needs, budget changes, retirements, etc.
5. **Contingency Expense Line:** Expenditures may not be charged directly to a contingency line. Funds must be transferred from this line into the line from where the expense may be charged, such as a payroll line. Accordingly, “YTD Expended” and “Percent Used” will not reflect contingency amounts utilized. See instead, columns entitled “Transfers Adjustments” and “Revised Budget” for amounts drawn out of contingency.
6. **Balanced Budget and “Carry Forward”:** The difference between total Revised Revenue and Expenses is equal to encumbrance "carried forward" from prior year.
7. **YTD Revenue Collected:** Year to date revenue collected represents moneys received *and* posted for the period 01/01/16-09/30/16.
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.