



**CITY OF  
SARATOGA SPRINGS**

**OFFICE OF THE  
COMMISSIONER OF FINANCE**

**OVERVIEW  
August 2012**

**2013 REQUESTED BUDGETS  
General Fund - Expenses**

*Revised 9-14-12*

## 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

	2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg
<b>GENERAL FUND Grand Total</b>	<b>\$37,248,677.11</b>		<b>\$40,413,491.03</b>		<b>\$3,164,813.92</b>	<b>8.5%</b>

### by DEPARTMENTS:

MAYOR	\$2,013,132.34	5.4%	\$2,077,435.40	5.1%	\$64,303.06	3.2%
FINANCE	\$2,396,518.31	6.4%	\$2,748,314.40	6.8%	\$351,796.09	14.7%
PUBLIC WORKS	\$8,740,875.58	23.5%	\$9,838,069.86	24.3%	\$1,097,194.28	12.6%
PUBLIC SAFETY	\$20,784,367.18	55.8%	\$22,317,048.97	55.2%	\$1,532,681.79	7.4%
ACCOUNTS	\$1,247,113.33	3.3%	\$1,216,981.51	3.0%	(\$30,131.82)	-2.4%
RECREATION	\$2,066,670.37	5.5%	\$2,215,640.89	5.5%	\$148,970.52	7.2%
<b>TOTAL</b>	<b>\$37,248,677.11</b>		<b>\$40,413,491.03</b>		<b>\$3,164,813.92</b>	

### by CATEGORIES (includes all Dept)

PERSONAL SERVICES (inclds SS)	\$19,893,963.39	53.4%	\$20,737,667.41	51.3%	\$843,704.02	4.2%
BENEFITS (Health Ins, Retrmnt)	\$10,586,389.06	28.4%	\$11,341,017.89	28.1%	\$754,628.83	7.1%
EQUIPMENT	\$309,763.06	0.8%	\$838,785.67	2.1%	\$529,022.61	170.8%
CONTRACTED SERVICES	\$5,899,803.58	15.8%	\$6,743,196.04	16.7%	\$843,392.46	14.3%
PRINCIPAL	\$86,011.14	0.2%	\$89,591.30	0.2%	\$3,580.16	4.2%
INTEREST	\$56,891.88	0.2%	\$53,311.72	0.1%	(\$3,580.16)	-6.3%
CONTINGENCY, INTERFUND TRANSFERS	\$415,855.00	1.1%	\$609,921.00	1.5%	\$194,066.00	46.7%
<i>Contingency, only</i>	\$200,000.00	0.5%	\$410,000.00	1.0%	\$210,000.00	105.0%
<b>TOTAL</b>	<b>\$37,248,677.11</b>		<b>\$40,413,491.03</b>		<b>\$3,164,813.92</b>	

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### by "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" can be defined in numerous ways, below is one example of how the budget may be viewed in this context.

You can see that, after personnel, benefits, and certain fixed costs are addressed, and without even considering equipment/supply needs, over 87% of the City's requested budget is expended.

#### "MANDATED" Expenditures:

Personal Services (inclds SS)	\$19,893,963.39	53.4%	\$20,737,667.41	51.3%	\$843,704.02	4.2%	Includes requested new hires; Does not include incrsd salaries for expired contracts
Health Benefits	\$6,221,259.88	16.7%	\$6,721,001.01	16.6%	\$499,741.13	8.0%	Anticipated 5-10% increase; includes new hire requests
NYS Retirement - Police and Fire	\$2,848,766.15	7.6%	\$3,163,936.00	7.8%	\$315,169.85	11.1%	Includes new hire requests
NYS Retirement - Other Employees	\$1,371,828.53	3.7%	\$1,455,180.00	3.6%	\$83,351.47	6.1%	Includes new hire requests
Liability and Self Insurance	\$566,312.00	1.5%	\$625,008.57	1.5%	\$58,696.57	10.4%	
Life and Disability Insurance	\$14,423.40	0.0%	\$14,004.00	0.0%	(\$419.40)	-2.9%	
Gas&Oil	\$358,636.00	1.0%	\$409,250.00	1.0%	\$50,614.00	14.1%	Expected increase in energy costs
Utilities	\$599,300.00	1.6%	\$620,800.00	1.5%	\$21,500.00	3.6%	Expected increase in energy costs
Street Lights, Traffic Lights, Rubble/Blacktop/Stone/Oil	\$644,500.00	1.7%	\$841,307.00	2.1%	\$196,807.00	30.5%	Expected increase in energy costs
<b>Total Gas,Oil, Utilities, Related Items</b>	<b>\$1,602,436.00</b>	<b>4.3%</b>	<b>\$1,871,357.00</b>	<b>4.6%</b>	<b>\$268,921.00</b>	<b>16.8%</b>	Expected increase in energy costs
Other "Mandated" Expenditure Lines *	<b>\$602,785.00</b>	<b>1.6%</b>	<b>\$642,618.00</b>	<b>1.6%</b>	<b>\$39,833.00</b>	<b>6.6%</b>	
<b>Total "Mandated"</b>	<b>\$33,121,774.35</b>	<b>88.9%</b>	<b>\$35,230,771.99</b>	<b>87.2%</b>	<b>\$2,108,997.64</b>	<b>6.4%</b>	<b>87% of the entire 2013 Requested Budget.</b>

<b>Remaining "Other Expenditures"</b>	<b>\$4,126,902.76</b>	<b>11.1%</b>	<b>\$5,182,719.04</b>	<b>12.8%</b>	<b>\$1,055,816.28</b>	<b>13% of the entire 2013 Requested Budget</b>
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\* Medical exams, Discount on Taxes Pd, SADs (budget neutral)

# 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
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## MAYOR'S DEPARTMENT

The Mayor's Department Requested Budget's largest single increase is a request for \$40,000 to review the City's Comprehensive Plan, required under the City Charter at least once every ten years (Section 2.8 (F)). This is partially offset by amounts budgeted in 2012 but not necessary in 2013 for the completed Zoning Ordinance Review, undertaken before the Comprehensive Plan review was underway.

Other increases can be attributed to health insurance, retirement, liability insurance, and personal services. However, the vast majority of payroll increases are not reflected here, as increases for unsettled contracts are budgeted in the contingency expense line in the Finance Department budget. All of the City's seven union contracts will have expired at the end of 2012 (3 expire in 2012; 1 expired in 2010; 3 expired in 2008). The Mayor is tasked with conducting collective bargaining for the City pursuant the City Charter (Section 2.8 (H)).

The Mayor's Office is requesting funds for a full-time Communications Clerk to take over the task of the part time telephone operator as well as mailroom clerk in a newly designated independent mailroom. The mailroom is required per homeland security rules. The City Attorney requests increased hours for its administrative aid.

The Charter required Human Resource function, operating for the 400+ City employees, is contracted entirely to an outside consultant. The Charter required Administrator for Parks and Open space remains unfunded at this time; the City Ethics Board is also unfunded, but operational. In addition, a variety of local organizations are provided with modest operational support.

<b>MAYOR</b>	<b>\$2,013,132.34</b>	<b>5.4%</b>	<b>\$2,077,435.40</b>	<b>5.1%</b>	<b>\$64,303.06</b>	<b>3.2%</b>
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**Changes\* by Category**

<b>PERSONAL SERVICES (inclds SS)</b>	<b>\$1,051,364.49</b>	<b>\$1,100,529.31</b>	<b>\$49,164.82</b>	
NEW: City Phone-Comm. Clerk	\$21,216.00	\$29,254.00	\$8,038.00	New position (as of June 2012)
City Phone-PT Tele Op	\$4,075.50	\$990.00	(\$3,085.50)	Retired position (as of June 2012)
City Atty-PT Admin Aid	\$10,920.00	\$16,224.00	\$5,304.00	Increased hours
Administrator Parks Open Lands	\$0.00	\$0.00	\$0.00	Unfunded
<b>BENEFITS (Health Ins, Retrmnt)</b>	<b>\$435,247.70</b>	<b>\$450,899.80</b>	<b>\$15,652.10</b>	
NYS Retirement	\$153,472.48	\$159,241.33	\$5,768.85	
Health Insurances	\$281,775.22	\$291,658.47	\$9,883.25	
<b>EQUIPMENT</b>	<b>\$12,607.00</b>	<b>\$12,607.00</b>	<b>\$0.00</b>	
<b>CONTRACTED SERVICES</b>	<b>\$513,913.15</b>	<b>\$513,399.29</b>	<b>(\$513.86)</b>	
County Animal Shelter	\$3,582.55	\$4,000.00	\$417.45	County provides invoice each year.
Saratoga Center for the Family	\$10,000.00	\$10,000.00	\$0.00	Not-for-Profit
Franklin Community Center	\$17,000.00	\$17,000.00	\$0.00	Not-for-Profit
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 Preservation Foundation	\$12,000.00	\$12,000.00	\$0.00	Not-for-Profit
Senior Citizens Center	\$84,375.00	\$84,375.00	\$0.00	Not-for-Profit
60+ Dining	\$6,008.00	\$6,008.00	\$0.00	Not-for-Profit
Bus Rental (Seniors)	\$6,008.00	\$6,008.00	\$0.00	Not-for-Profit
Solomon Northrop Day	\$0.00	\$0.00	\$0.00	
Memorial Day	\$2,700.00	\$2,800.00	\$100.00	

## 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

	2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
<i>Ethics Board</i>	\$0.00		\$0.00		\$0.00		Unfunded but operational
<i>NEW: Comprehensive Plan Review</i>	\$0.00		\$40,000.00		\$40,000.00		Comprehensive Plan Review costs
<i>Zoning Ordinance Review</i>	\$20,000.00		\$0.00		(\$20,000.00)		Zoning Ordinance review costs
<i>Legal-Outsourced</i>	\$75,000.00		\$75,000.00		\$0.00		Legal Counsel in addition to City Attorney
<i>Human Resources Consultant</i>	\$75,000.00		\$75,000.00		\$0.00		Human Resources is <u>entirely outsourced</u>
<i>Liability Insurance</i>	\$20,959.00		\$28,025.79		\$7,066.79		City-wide Insurance coverage, allocated to departments
<i>Self-Insurance</i>	\$25,000.00		\$0.00		(\$25,000.00)		City-wide Insurance deductibles, allocated to departments

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

# 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
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## FINANCE DEPARTMENT

The Finance Department Requested Budget increases are largely due to **contingency set-asides for contracts unsettled by the Mayor's Department**. This is an appropriation for contracts that are re-negotiated after the budget is adopted. (Salaries, social security, and benefits are included in the budget for the amount of the contract currently in effect; when a contract is re-negotiated, each line must be adjusted to reflect the terms of the new contract.) All seven City union contracts will be expired by yr-end 2012; the Mayor is responsible for their re-negotiation. The contingency expense line may also include amounts for emergencies and other unexpected events.

In response to universal requests, funding has been included for a **new IT position** designed to work with City web and other requests. The City Web has become instrumental to responsive government. An upgrade to current personnel is also requested to help serve the escalating caseload.

The Tax Payment Discount provided to property owners who pay all four quarters by the first quarter is linked to tax increases, and is being used more frequently. The Department needs a working **copier**. **Legal assistance** may be required for tax collection issues. Special Assessment District (SAD) increases are completely offset by SAD revenue.

<b>FINANCE</b>	<b>\$2,396,518.31</b>	<b>6.4%</b>	<b>\$2,748,314.40</b>	<b>6.8%</b>	<b>\$351,796.09</b>	<b>14.7%</b>
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**Changes\* by Category**

<b>PERSONAL SERVICES (inclcs SS)</b>	<b>\$653,922.32</b>		<b>\$769,093.59</b>		<b>\$115,171.27</b>	
NEW: Web and IT Support	\$0.00		\$46,000.00		\$46,000.00	IT Dept - Web and IT Support for city-wide assistance
NEW: IT Upgrade (non-contract)	\$31,980.00		\$45,899.00		\$13,919.00	Upgrade Help Desk Tech. to Computer Support Tech. to match current tasks with title/position
Sick Leave	\$0.00		\$30,715.00		\$30,715.00	Sick Leave Payout per contract, for retiring employees
Social Security	\$46,410.32		\$54,654.59		\$8,244.27	Reflects new hires and salary increases
<b>BENEFITS (Health Ins, Retrmnt)</b>	<b>\$260,515.38</b>		<b>\$296,474.99</b>		<b>\$35,959.61</b>	
NYS Retirement	\$106,263.98		\$118,768.33		\$12,504.35	Includes new hires
Health Insurance	\$154,251.40		\$177,706.66		\$23,455.26	Includes new hires
<b>EQUIPMENT</b>	<b>\$121,291.06</b>		<b>\$75,830.17</b>		<b>(\$45,460.89)</b>	
Office Equipment	\$300.00		\$8,000.00		\$7,700.00	Replace copy machine
IT Hardware	\$103,607.43		\$39,084.00		(\$64,523.43)	
IT Software	\$17,383.63		\$28,746.17		\$11,362.54	Required upgrades to expired software; Microsoft Office; MUNIS reports; Online tax payments
<b>CONTRACTED SERVICES</b>	<b>\$802,031.53</b>		<b>\$854,091.63</b>		<b>\$52,060.10</b>	
Professional Services	\$40,000.00		\$35,500.00		(\$4,500.00)	Auditor
Tax Expenses	\$0.00		\$12,000.00		\$12,000.00	Legal, ads-tax proceedings
SADs	\$433,900.00		\$468,950.00		\$35,050.00	Budget neutral - Revenue offset ((Birch Run, Morgan St, Interlaker
Tax Payment Discounts	\$156,085.00		\$160,867.94		\$4,782.94	Increased tax; Increased utilization
IT- Service Contracts	\$34,702.00		\$21,290.54		(\$13,411.46)	
Liability Insurance	\$18,189.00		\$29,923.81		\$11,734.81	City-wide Insurance coverage, allocated to departments
Self-Insurance	\$0.00		\$0.00		\$0.00	City-wide Insurance deductibles, allocated to departments
<b>PRINCIPAL</b>	<b>\$86,011.14</b>		<b>\$89,591.30</b>		<b>\$3,580.16</b>	Energy Performance Contract (lease agrmnt-2008)
<b>INTEREST</b>	<b>\$56,891.88</b>		<b>\$53,311.72</b>		<b>(\$3,580.16)</b>	Energy Performance Contract (lease agrmnt-2008)
<b>CONTINGENCY, INTERFUND TRANSFERS</b>	<b>\$415,855.00</b>		<b>\$609,921.00</b>		<b>\$194,066.00</b>	Cont.-new contracts, emrgnc; Interfund-Debt serv, CCA.
Contingency, only	\$200,000.00		\$410,000.00		\$210,000.00	New contracts, unplanned events, emergencies

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

# 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

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## PUBLIC WORKS DEPARTMENT

The Public Works Department Requested Budget is largely defined by its equipment needs, which mirrors its capital budget priorities. Replacement schedules have been deferred; requisites have changed to crisis. DPW requests at least three pick-up trucks, trailers, mowers, snow blowers, weedwackers, saws, tarps, a road compactor, winches, furniture (Casino, City Garage) and other items.

The Public Works also requests two new employees. The first is a City plumber to defray costs of outsourcing. The second is a Reservation Coordinator dedicated to promoting and facilitating reservations at Canfield Casino, Music Hall, and other City venues. At the same time, corresponding Casino revenues were decreased.

Off Street Parking budget would increase over 800% in order to maintain and repair the City's parking decks.

DPW is required to budget for sanctions imposed by the DEC in the form of an Environmental Benefits Plan, which includes donations to Trout Unlimited as well as energy efficient upgrades to City parking garage lighting. Except for tools and equipment, the City Tree budget was kept to a minimum.

<b>PUBLIC WORKS</b>	<b>\$8,740,875.58</b>	<b>23.5%</b>	<b>\$9,838,069.86</b>	<b>24.3%</b>	<b>\$1,097,194.28</b>	<b>12.6%</b>
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### Changes\* by Category

<b>PERSONAL SERVICES (incl'ds SS)</b>	<b>\$4,103,156.56</b>	<b>\$4,266,837.75</b>	<b>\$163,681.19</b>	
NEW: City Plumber	\$0.00	\$45,899.00	\$45,899.00	City plumber
NEW: Reservation Coordinator	\$0.00	\$42,000.00	\$42,000.00	Reservation Coordinator for Casino, Music Hall, other venues
NEW: Reallocation Among Funds	\$34,575.00	\$62,461.00	\$27,886.00	Re-allocation among Gen/Water/Sewer, frm 33% ea to 50/25/25
Labor	\$3,052,195.00	\$3,058,805.00	\$6,610.00	
Overtime	\$106,307.00	\$116,300.00	\$9,993.00	
Social Security	\$271,447.56	\$300,714.75	\$29,267.19	Reflects new hires, salary increases, re-allocations
<b>BENEFITS (Health Ins, Retrmnt)</b>	<b>\$2,186,879.42</b>	<b>\$2,300,729.19</b>	<b>\$113,849.77</b>	
NYS Retirement	\$567,848.16	\$605,454.26	\$37,606.10	Includes new hires
Health Insurance	\$1,619,031.26	\$1,695,274.93	\$76,243.67	Includes new hires
<b>EQUIPMENT</b>	<b>\$33,100.00</b>	<b>\$309,100.00</b>	<b>\$276,000.00</b>	
City Hall	\$0.00	\$1,000.00	\$1,000.00	Snowblower, weedwacker, vacuum
City Garage	\$3,000.00	\$5,000.00	\$2,000.00	Welding, chairs, desk, computers, tools, misc.
Streets-Equipment	\$15,000.00	\$50,000.00	\$35,000.00	Trailer, mowers, saws, tarps, road compactor
Streets-Vehicles	\$0.00	\$72,000.00	\$72,000.00	Pick-up Trucks (2)
Highway Misc-Equipment	\$0.00	\$20,000.00	\$20,000.00	Trailer, mowers, saw, tarps
Highway Misc-Vehicles	\$0.00	\$36,000.00	\$36,000.00	Pick-up Truck (1)
Off-Street Parking	\$0.00	\$85,000.00	\$85,000.00	Vaccums for parking deck maintenance
Parks&Casino	\$5,000.00	\$20,000.00	\$15,000.00	Chairs, icemaker, tables, dishwasher
Trees-Equipment	\$0.00	\$8,000.00	\$8,000.00	Winch, saws, power pruner
Trees-Trees	\$8,000.00	\$10,000.00	\$2,000.00	Trees for tree belt

## 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

	2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
<b>CONTRACTED SERVICES</b>	<b>\$2,417,739.60</b>		<b>\$2,961,402.92</b>		<b>\$543,663.32</b>		
DPW Admin-Professional Services	\$3,400.00		\$2,000.00		(\$1,400.00)		EAP additional services
DPW Admin-Legal Liability	\$0.00		\$185,000.00		\$185,000.00		DEC Environmental Benefits Plan per Qudgment
DPW-Trail Monitoring	\$0.00		\$8,975.00		\$8,975.00		Spring Run Trail-DEC required monitoring
City Hall-Bldg Repairs&Maintenance	\$29,000.00		\$30,000.00		\$1,000.00		Curtains, floors, mats, plumbing, paint, lights
City Garage-Bldg Repairs&Maintenance	\$5,000.00		\$6,000.00		\$1,000.00		Doors, windows, plumbing
Streets-Rubble/Blcktop/Stone/Oil	\$60,000.00		\$80,000.00		\$20,000.00		
Streets-Vehicle Repair & Maintenance	\$135,000.00		\$150,000.00		\$15,000.00		DPW Vehicle Repairs
Streets-Other	\$193,500.00		\$203,400.00		\$9,900.00		Medical Exams, ads, phones, signs, gas/oil
Highways-Rubble/Blcktop/Stone/Oil	\$3,000.00		\$25,000.00		\$22,000.00		
Highways Misc-Salt & Sand	\$110,000.00		\$125,000.00		\$15,000.00		Salt and sand
CHIPs-State Aid	\$141,000.00		\$305,807.00		\$164,807.00		NYS grant-budget neutral
Off St Prkg-Bldg Repairs & Maintenance	\$0.00		\$56,000.00		\$56,000.00		Stair expansion-Woodlawn, Putnam; Joint rplcmnt-Woodlawn
Off Street Parking-Utilities	\$22,000.00		\$32,000.00		\$10,000.00		Putnam, Woodlawn, Long Alley
Off Street Parking-Outside Contractors	\$0.00		\$30,000.00		\$30,000.00		Hot water wash, caulking top level decks
Parks&Casino	\$113,250.00		\$117,750.00		\$4,500.00		Mahoney, ADT, Blann, Simplex pest control
Storm Water Carriers-Supplies	\$15,000.00		\$16,000.00		\$1,000.00		Pipes, catchbasins, manholes
Transfer Station-Bags	\$5,000.00		\$9,000.00		\$4,000.00		Transfer Station Bags (no corresponding revenue incrise)
Transfer Station-Tipping Fees	\$75,000.00		\$85,000.00		\$10,000.00		Fees charged for dumping
Hazardous Waste Education	\$20,000.00		\$0.00		(\$20,000.00)		Every other year
Liability Insurance	\$194,778.00		\$210,533.32		\$15,755.32		City-wide Insurance coverage, allocated to departments
Self Insurance	\$25,000.00		\$25,000.00		\$0.00		City-wide Insurance deductibles, allocated to departments
Unemployment	\$35,000.00		\$20,000.00		(\$15,000.00)		
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<b>Off Street Parking (included above)</b>							
Laborer	\$0.00		\$30,826.00		\$30,826.00		
Overtime	\$0.00		\$500.00		\$500.00		
Ss City Po	\$0.00		\$2,396.00		\$2,396.00		
Misc Equip	\$0.00		\$85,000.00		\$85,000.00		Vacuum cleaner-garages
Other Supp	\$0.00		\$2,500.00		\$2,500.00		
Tools	\$0.00		\$500.00		\$500.00		
Rep Man Bu	\$0.00		\$56,000.00		\$56,000.00		Stair expansion-Woodlawn, Putnam; Joint rplcmnt-Woodlawn
Utilities	\$22,000.00		\$32,000.00		\$10,000.00		Putnam, Woodlawn, Long Alley
Prof Ser	\$0.00		\$30,000.00		\$30,000.00		Hot water wash, caulking top level decks
Parking Garage	\$5,000.00		\$5,000.00		\$0.00		Fire Extinguishers, lights
	<u>\$27,000.00</u>		<u>\$244,722.00</u>		<u>\$217,722.00</u>	806.38%	

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



# 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

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## PUBLIC SAFETY DEPARTMENT

The Public Safety Department has requested **new hires for essential City services - Fire, Police, and Dispatch**. The Fire Department is required to cover positions formerly paid for by the federal SAFER grant. It has also requested additional firefighters that will reduce overtime and comp time beginning 2014. A second Assistant Fire Chief was being considered. Additional Police are needed to bring the force closer to full staff and similarly reduce overtime and comp time. Dispatch has been operating at less than full capacity since 2010.

Like the other departments, the Public Safety budget does not currently reflect all personal services costs. Contracts for the PO Lieutenants, PO Admin (Chiefs), and Firefighters Admin (Chiefs) **expired in 2008**; Firefighters **expired in 2010**; PBA and CSEA City Hall **expire in 2012**. All are negotiated by the Mayor, and the Finance department includes set aside s in its contingency expense line.

The Public Safety department is impacted more than any other department by increased costs for **retirement and health benefits** (regardless of the status of new hire requests). Its equipment and contracted services reflect new hires, an aging vehicle fleet, traffic control department needs, miscellaneous PO and Fire equipment.

The newly established **Ambulance** program is projected, based on current year actuals, to offset a substantial amount of the aforementioned costs via **revenues of about \$700,000** (including ambulance services and station rental).

<b>PUBLIC SAFETY</b>	<b>\$20,784,367.18</b>	<b>55.8%</b>	<b>\$22,317,048.97</b>	<b>55.2%</b>	<b>\$1,532,681.79</b>	<b>7.4%</b>
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### Changes\* by Category

PERSONAL SERVICES (inclds SS)	\$12,502,322.35	\$13,008,231.79	\$505,909.44	
NEW: Assistant Fire Chief	\$86,035.00	\$168,970.00	\$82,935.00	Fire Dept was considering a second Asst Fire Chief.
NEW: Firefighters (2 new; 7 grant)	\$2,073,292.00	\$2,428,871.00	\$355,579.00	FF requests offset by \$700K revenue from Ambulance program
Firefighters SAFER Grant	\$313,258.00	\$0.00	(\$313,258.00)	Federal grant ends; City obligated to cover.
NEW: PO Officers (2)	\$2,486,562.00	\$2,647,378.00	\$160,816.00	Includes contractual incrses, plus 2 new officers
NEW: Dispatcher (1)	\$395,652.00	\$500,197.00	\$104,545.00	Includes contractual incrses, plus 1 new dispatcher
Sergeants	\$653,306.00	\$689,310.00	\$36,004.00	Incls differential per PERB Judgment for PBA
Investigators	\$488,544.00	\$652,129.00	\$163,585.00	Juv Aid mvd here; Incls differential per PERB Judgment for PBA
Juvenile Aid	\$365,989.00	\$21,314.70	(\$344,674.30)	This sub-dept was absoerbed into PO Dept.
Overtime - ALL	\$497,000.00	\$589,100.00	\$92,100.00	Department-wide Overtime
OT-PO	\$285,000.00	\$320,000.00	\$35,000.00	Police Dept OT
OT-Fire	\$95,000.00	\$150,000.00	\$55,000.00	Fire Dept OT
OT-Dispatch	\$70,000.00	\$80,000.00	\$10,000.00	Dispatch Dept OT
Comp Time - ALL	\$542,500.00	\$575,000.00	\$32,500.00	Department-wide Comp Time
CT-PO	\$350,000.00	\$400,000.00	\$50,000.00	Police Dept CT
CT-Fire	\$165,000.00	\$175,000.00	\$10,000.00	Fire Dept CT
Special Events Overtime-ALL	\$86,500.00	\$97,000.00	\$10,500.00	Contractual increases
Social Security	\$856,803.35	\$886,296.00	\$29,492.65	Reflects new hires, salary increases, re-allocations
Sick Leave	\$254,000.00	\$200,000.00	(\$54,000.00)	Sick Leave Payout per contract, for retiring employees

## 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

	2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
<b>BENEFITS (Health Ins, Retrmnt)</b>	<b>\$6,954,868.03</b>		<b>\$7,541,283.94</b>		<b>\$586,415.91</b>		
<i>NYS Retirement - Police and Fire</i>	\$2,848,766.15		\$3,163,935.96		\$315,169.81		Includes new hires
<i>NYS Retirement</i>	\$245,735.46		\$261,987.95		\$16,252.49		Includes new hires
<i>Health Insurance</i>	\$3,860,366.42		\$4,115,360.03		\$254,993.61		Includes new hires
<b>EQUIPMENT</b>	<b>\$132,665.00</b>		<b>\$338,464.50</b>		<b>\$205,799.50</b>		
<i>IT-DPS</i>	\$14,000.00		\$33,500.00		\$19,500.00		Hardware, software for Po Dept
<i>Police Dept - Vehicles</i>	\$30,000.00		\$104,240.00		\$74,240.00		Lease agrmnt; replacement vehicles
<i>Police Dept - Ballistic Vests</i>	\$10,000.00		\$5,500.00		(\$4,500.00)		Replacement cycle
<i>Police Dept - Various</i>	\$24,000.00		\$77,329.50		\$53,329.50		Radios, cameras, vehicle equipment
<i>Fire Dept</i>	\$37,665.00		\$64,000.00		\$26,335.00		Computer tablets for inspections, SBCA gear
<i>Traffic Control-Equipmnt</i>	\$11,500.00		\$39,500.00		\$28,000.00		Replace work truck
<i>Ambulance</i>	\$0.00		\$5,000.00		\$5,000.00		Full year billing costs
<b>CONTRACTED SERVICES</b>	<b>\$1,194,511.80</b>		<b>\$1,429,068.74</b>		<b>\$234,556.94</b>		
<i>IT-DPS</i>	\$25,000.00		\$35,100.00		\$10,100.00		Service contracts
<i>Dispatch Training</i>	\$800.00		\$2,880.00		\$2,080.00		New hire
<i>PO Dept-Training, Uniforms</i>	\$82,000.00		\$87,655.00		\$5,655.00		New hires
<i>PO Dept-Repr Vehcls, Gas&amp;Oil</i>	\$160,000.00		\$205,000.00		\$45,000.00		Aging fleet; incrsd gas prices
<i>PO Dept-Various</i>	\$128,000.00		\$123,965.00		(\$4,035.00)		Phone aircards, alarm system, tuition reimb, horse-care
<i>Traffic Control Supplies</i>	\$90,000.00		\$100,000.00		\$10,000.00		Pave markng, utilities, signs&posts
<i>Fire Dept Training</i>	\$15,000.00		\$36,000.00		\$21,000.00		New hires
<i>Fire Dept-Various</i>	\$115,572.00		\$152,600.00		\$37,028.00		EMS supplies, dress uniforms, gas&oil, travel, serv contr incrss
<i>Ambulance and EMS Adv Life Sppls</i>	\$5,500.00		\$75,130.00		\$69,630.00		Ambulance supplies and misc equipmnt
<i>Liability Insurance</i>	\$240,865.00		\$278,169.34		\$37,304.34		City-wide Insurance coverage, allocated to departments
<i>Self-Insurance</i>	\$0.00		\$0.00		\$0.00		City-wide Insurance deductibles, allocated to departments

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

## 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
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### ACCOUNTS DEPARTMENT

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.

The Accounts Department Requested Budget is the smallest of all departments, and reflects a decrease from 2012 adopted amounts. It asks for reinstatement of funding for books that was cut in 2012, as well as other nominal amounts.

<b>ACCOUNTS</b>	<b>\$1,247,113.33</b>	<b>3.3%</b>	<b>\$1,216,981.51</b>	<b>3.0%</b>	<b>(\$30,131.82)</b>	<b>-2.4%</b>
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**Changes\* by Category**

<b>PERSONAL SERVICES (inclds SS)</b>	<b>\$536,347.20</b>		<b>\$541,495.64</b>		<b>\$5,148.44</b>	
<b>BENEFITS (Health Ins, Retrmnt)</b>	<b>\$280,906.13</b>		<b>\$286,894.65</b>		<b>\$5,988.52</b>	
<i>NYS Retirement</i>	<i>\$84,723.99</i>		<i>\$87,908.67</i>		<i>\$3,184.68</i>	
<i>Health Insurance</i>	<i>\$196,182.14</i>		<i>\$198,985.98</i>		<i>\$2,803.84</i>	
<b>EQUIPMENT</b>	<b>\$500.00</b>		<b>\$234.00</b>		<b>(\$266.00)</b>	
<b>CONTRACTED SERVICES</b>	<b>\$429,360.00</b>		<b>\$388,357.22</b>		<b>(\$41,002.78)</b>	
<i>Assessment Office-Prof Services</i>	<i>\$60,000.00</i>		<i>\$50,000.00</i>		<i>(\$10,000.00)</i>	
<i>Assessment Office-Appraisals</i>	<i>\$40,000.00</i>		<i>\$20,000.00</i>		<i>(\$20,000.00)</i>	
<i>Books and Publications</i>	<i>\$1,500.00</i>		<i>\$6,900.00</i>		<i>\$5,400.00</i>	
<i>Refund of Prior Year Taxes</i>	<i>\$275,000.00</i>		<i>\$250,000.00</i>		<i>(\$25,000.00)</i>	
<i>Liability Insurance</i>	<i>\$10,254.00</i>		<i>\$16,875.22</i>		<i>\$6,621.22</i>	City-wide Insurance coverage, allocated to departments
<i>Self Insurance</i>	<i>\$0.00</i>		<i>\$0.00</i>		<i>\$0.00</i>	City-wide Insurance deductibles, allocated to departments

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

# 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
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## RECREATION DEPARTMENT

The Recreation Department Requested Budget has few increases on the Recreation side other than small programmatic changes based on participation levels, and a need to increase paper advertising because the school district has gone "green" which limits its outreach to those who do not have readily available computer access.

The Indoor Recreation Facility projects needs totaling \$238,380, which is partially offset by rental revenues estimated at \$143,700 for 2013.

DPW's portion of the recreation budget mirrors a priority for equipment, seen in its own departmental budget as well as its capital budget. DPW has also requested an allocation to maintain the Waterfront area which begins this year at a total of \$19,255.

The total Recreation Department Requested Budget cost allocation between Recreation and DPW is: "Rec" - \$834,820 and "DPW" - \$1,380,821.

<b>RECREATION</b>	<b>\$2,066,670.37</b>	<b>5.5%</b>	<b>\$2,215,640.89</b>	<b>5.5%</b>	<b>\$148,970.52</b>	<b>7.2%</b>
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**Changes\* by Category**

<b>PERSONAL SERVICES (inclcls SS)</b>	<b>\$1,046,850.47</b>	<b>\$1,051,479.33</b>	<b>\$4,628.86</b>	
Recreation Admin	\$234,427.00	\$225,529.00	(\$8,898.00)	
DPW-Labor, OT	\$515,523.00	\$520,581.00	\$5,058.00	Does not include Waterfront
NEW: DPW-Waterfront Labor	\$0.00	\$11,755.00	\$11,755.00	Waterfront restroom upkeep
Summer Rec Prgrm Labor (Seasonal)	\$90,000.00	\$80,000.00	(\$10,000.00)	
Weibel Ice Rink	\$40,260.00	\$45,000.00	\$4,740.00	Skateguards and Instructors
<b>BENEFITS (Health Ins, Retrmnt)</b>	<b>\$467,972.40</b>	<b>\$464,735.32</b>	<b>(\$3,237.08)</b>	
NYS Retirement	\$213,784.46	\$221,820.38	\$8,035.92	Includes both DPW and Recreation employees
Health Insurance	\$254,187.94	\$242,914.94	(\$11,273.00)	
<b>EQUIPMENT</b>	<b>\$9,600.00</b>	<b>\$102,550.00</b>	<b>\$92,950.00</b>	
DPW-Various	\$4,500.00	\$90,000.00	\$85,500.00	Trailer, plows, mowers (lrg&smll), line painter, weedwacker, tools, snow blower
Rec Dept-Various	\$5,100.00	\$12,550.00	\$7,450.00	Computer equipmnt, camera, laminater, counter storage,
<b>CONTRACTED SERVICES</b>	<b>\$542,247.50</b>	<b>\$596,876.24</b>	<b>\$54,628.74</b>	
DPW-Supplies, Misc	\$120,791.00	\$136,360.00	\$15,569.00	Rep&Maint buildings/veh, supplies, lights, fire safety, mats, parts, Blade shrpnr, Port-a-johns
DPW-Gas&Oil	\$2,400.00	\$12,700.00	\$10,300.00	
DPW-Utilities	\$280,000.00	\$287,000.00	\$7,000.00	Does not include Waterfront
NEW: DPW-Waterfront Utilities	\$0.00	\$1,500.00	\$1,500.00	Waterfront utilities
NEW: DPW-Waterfront	\$0.00	\$6,000.00	\$6,000.00	Waterfront restroom upkeep
Rec Dept	\$93,243.50	\$98,370.00	\$5,126.50	Extra brochures (schls-green), sports supplies
Liability Insurance	\$26,223.00	\$28,946.24	\$2,723.24	City-wide Insurance coverage, allocated to departments
Self Insurance	\$0.00	\$0.00	\$0.00	City-wide Insurance deductibles, allocated to departments
Unemployment	\$19,590.00	\$26,000.00	\$6,410.00	
<b>DPW and REC Depts Allocation</b>				
Recreation Dept, only TOTAL	\$851,706.19	\$834,819.82	(\$16,886.37)	
DPW, only TOTAL	\$1,214,964.18	\$1,380,821.07	\$165,856.89	

## 2013 REQUESTED BUDGET - GENERAL FUND EXPENSES: Overview

	2012 Adopted Budget	Percent of Total	2013 Requested Budget	Percent of Total	Change	Percent Chg	Notes
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<b><u>New Indoor Recreation Facility (included above)</u></b>							
PERSONAL SERVICES (inclds SS)	\$139,048.55		\$146,084.00		\$7,035.45		
BENEFITS (Health Ins, Retrmnt)	NA		NA		NA		
EQUIPMENT	\$1,500.00		\$3,000.00		\$1,500.00		All DPW - Mower, weed wacker, snow blower, tools
CONTRACTED SERVICES	\$82,287.00		\$89,296.00		\$7,009.00		Utilities (\$52K); Fire Safety (\$12K); Phones (\$5.6K); Suppl; Reprs
	\$222,835.55		\$238,380.00		\$15,544.45		
<b>DPW and REC Depts Allocation</b>							
Recreation Dept, only TOTAL	\$53,829.55		\$55,623.00		\$1,793.45		Rec labor \$46K in 2012; \$49K in 2013
DPW/Rec, only TOTAL	\$169,006.00		\$182,757.00		\$13,751.00		DPW labor \$93K in 2012; \$97K in 2013

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