



**CITY OF
SARATOGA SPRINGS**

**OFFICE OF THE
COMMISSIONER OF FINANCE**

**Quarterly Financial Report
For The Quarter Ended
September 30, 2015**

**GENERAL FUND
EXPENSES
By CATEGORY**

3rd Quarter 2015 Budget Report - OVERVIEW: GENERAL FUND Expenses by Category

Personal Service; Contracted Services; Equipment; Benefits; Debt Service (Interest); Contingency; Interfund Transfer

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.

Note: Expenditures may not be charged directly to a contingency line. Accordingly, "YTD Expended" and "Percent Used" will not reflect contingency amounts utilized. See instead, columns "Transfers Adjustments" and/or "Revised Budget".

	2015 Adopted Expense Budget	2015 Revised Expense Budget	2015 YTD Expended	2015 Encmbrncs	2015 Available Budget	2015 % Used	2014 YTD Expended	2014 Encmbrncs	2014 Available Budget	2014 % Used
A - General Fund										
1 Personal Service *	\$22,191,359	\$22,504,501	\$16,068,658	\$0	\$6,435,843	71.4%	\$15,589,150	\$0	\$5,749,453	73.1%
2 Equipment and Capital Outlay	\$523,559	\$1,079,117	\$523,159	\$274,620	\$281,338	73.9%	\$459,033	\$144,301	\$241,848	71.4%
4 Contracted Services	\$6,334,863	\$8,223,491	\$5,002,466	\$1,177,198	\$2,043,827	75.1%	\$4,505,665	\$1,164,404	\$3,029,284	65.2%
6 Principal	\$47,399	\$47,399	\$23,458	\$0	\$23,941	49.5%	\$22,521	\$0	\$22,985	49.5%
7 Debt Service Interest	\$22,189	\$22,189	\$11,336	\$0	\$10,853	51.1%	\$12,273	\$0	\$11,809	51.0%
8 Employee Benefits	\$11,533,184	\$11,490,621	\$6,075,572	\$0	\$5,415,049	52.9%	\$5,758,685	\$0	\$5,724,177	50.2%
9 Contingency/Transfers	\$1,106,968	\$1,073,698	\$609,462	\$0	\$464,236	56.8%	\$269,344	\$0	\$232,096	53.7%
A - TOTAL GENERAL FUND	\$41,759,521	\$44,441,016	\$28,314,111	\$1,451,819	\$14,675,087	67.0%	\$26,616,672	\$1,308,705	\$15,011,652	65.0%

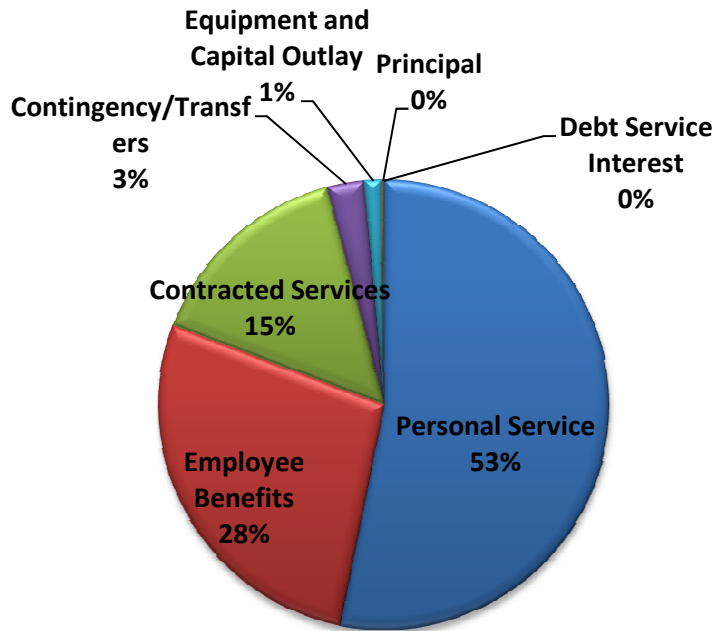
*** 3rd Quarter 2015 Number of General Fund Personnel:**

	FT	PT
Mayor	18	6
Finance	11	
DPW	87	23
DPS	160	34 (70 FT PO; 61 FT FD)
Accounts	10	2
Rec	6	101

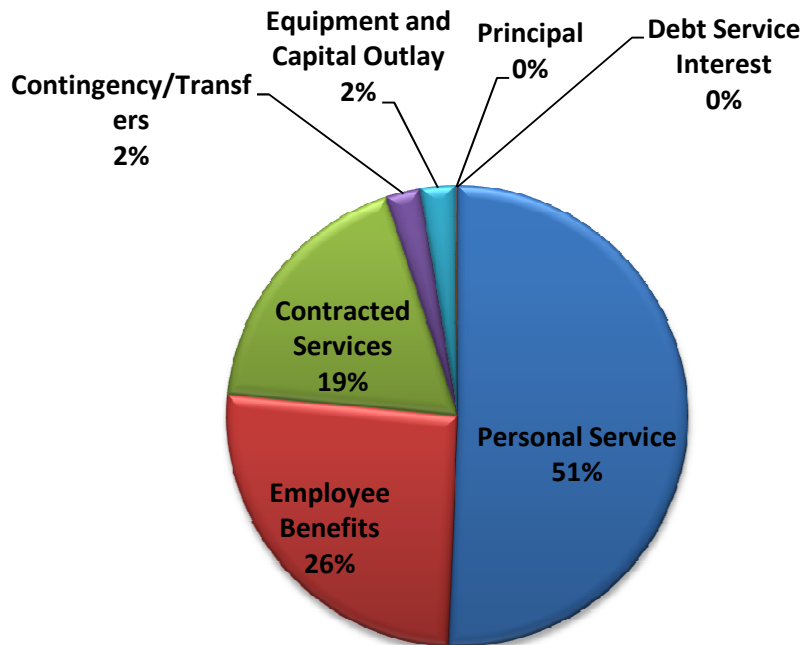
TOTAL	292	166	458
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Retirees Opt Out	13
Pensioners (DPS)	12
Ret/Term Pol Fire w pri yr retro	

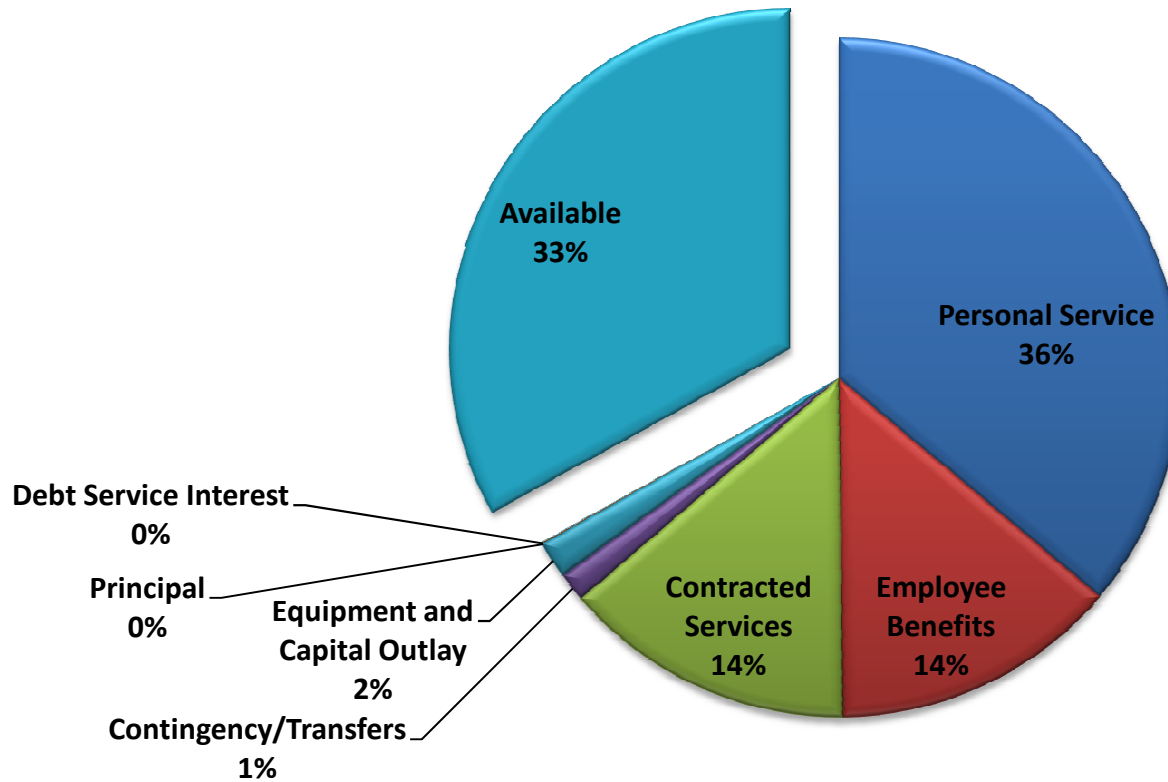
**2015 Total Adopted GENERAL FUND Expense Budget
by Category
(\$41,759,521)**



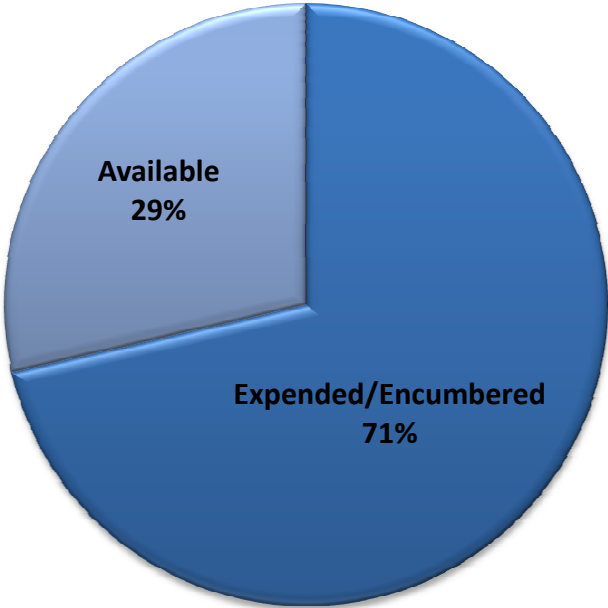
**3rd Quarter 2015 Total Revised GENERAL FUND Expense Budget
by Category
(\$44,441,016)**



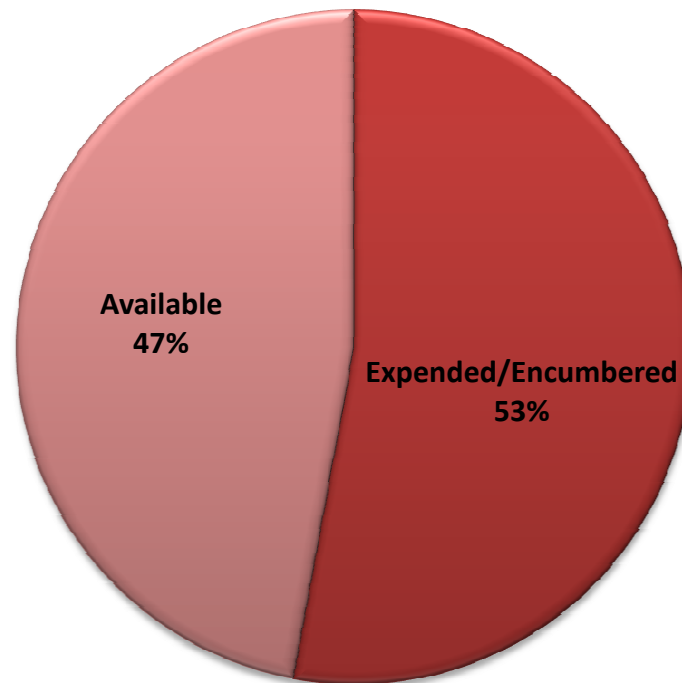
**3rd Quarter 2015 GENERAL FUND Expense Budget
Available/Expended+Encumbered//Total
(\$14,675,087/\$29,765,929//\$44,441,016)**



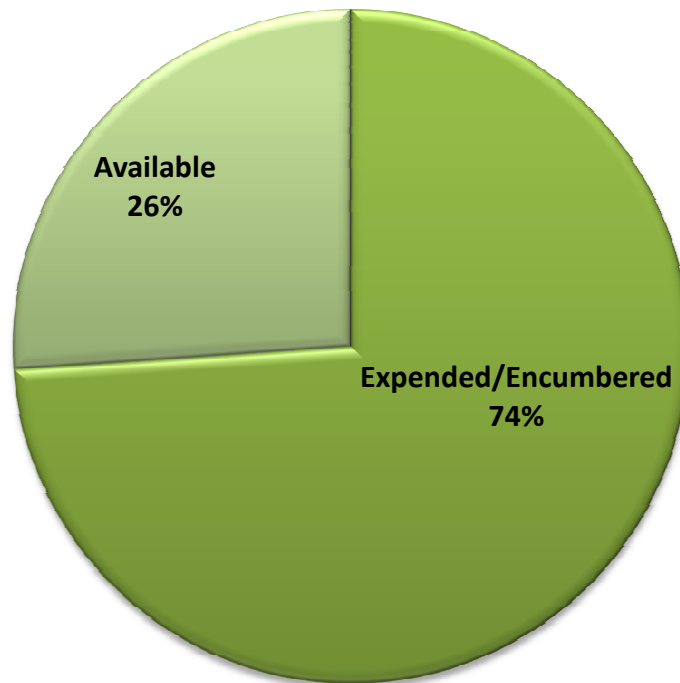
3rd Quarter 2015 GENERAL FUND Expense Budget - Personal Service



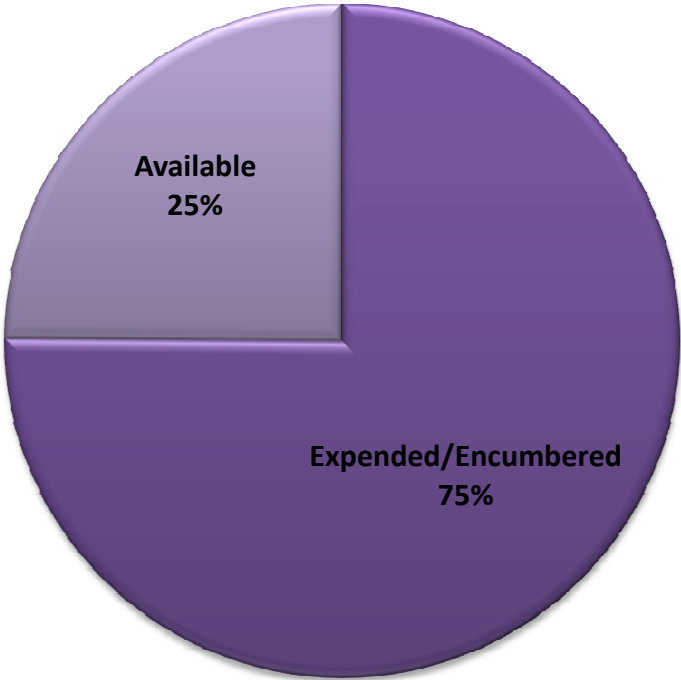
3rd Quarter 2015 GENERAL FUND Expense Budget - Benefits



3rd Quarter 2015 GENERAL FUND Expense Budget - Equipment



**3rd Quarter 2015 GENERAL FUND Expense Budget
Contracted Services**



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 2015 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 01/01/15-09/30/15.
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.