

**CITY OF SARATOGA SPRINGS  
OFFICE OF THE COMMISSIONER OF FINANCE  
QUARTERLY FINANCIAL REPORT  
FOR THE QUARTER ENDED  
MARCH 31, 2022**

I respectfully submit to the City Council the First Quarter Financial Report of 2022. Please note that this report is prepared on a cash basis and no adjustments have been made for receivables or payables.

**REVENUES:**

General Fund Revenues

Property taxes in the General Fund are recognized as revenue for the full amount levied at the time the tax roll is posted to the general ledger. The Finance Office has reviewed the payments made as of 03/31/22 and 60% has been collected or \$10,276,471. Last year at this time 61% was collected. You will recall that property taxes can be paid in four installments with the first installment due March 1. However, the City offers a discount of 2.25% if the full year is paid on or before March 1. This accounts for the greater than 25% collection rate after only the first due date has passed.

As of 03/31/22 the City has not received many of the larger revenue streams.

- Sales Tax figures include only one month since February and March collections are not distributed to the City from NYS Taxation and Finance until April and May, respectively.
- VLT Aid is paid in June.
- Hotel Occupancy Tax is paid to the City from the County on a quarterly basis. The first quarterly payment for 2022 will be received in April.
- County surplus distribution is paid on a quarterly basis too, with the first payment due in April.
- NYRA Admissions Tax is paid annually after the racing season has closed.
- The bulk of Franchise Tax is paid annually, in the last quarter of the year.
- State Aid Revenue sharing is distributed in two installments, September and December. The largest share is received in December.
- Mortgage Tax is paid semiannually in May and November.
- Federal Aid – SLRF will be distributed in May
- No parking ticket revenue is recorded as of 03/31/2022 due to an issue with the new vendor Passport Labs.

Finance – When actual revenue is adjusted to reflect actual property tax receipts, then the Finance Office is at 29% collected.

Taking into consideration the property tax revenue recognition issues, approximately 30% of revenues were actually received as of 03/31/22. In 2021 the adjusted approximate revenue collected was 27%.

#### Water and Sewer Revenues

The first quarter water and sewer bills for 2022 are mailed in April for a May 15<sup>th</sup> due date.

#### Capital Revenues

The City will issue a General Obligation bond in June to finance the 2022 capital projects.

### **EXPENSES:**

#### General Fund Expenses

All – Liability insurance has been paid in full for the year. Additional expenses would be for claims or additional coverage. Discount on taxes is a final number. Most departments' expenses are running at about 25%, which is on target for 03/31/22 and is consistent with the first quarter of 2021. Variances are due to seasonal expenses and grants.

#### Capital Expenses

Capital expenses are usually larger in the months where weather is more conducive to construction. In addition, large vehicle purchases often take many months to be built according to bid specifications.

#### Community Development

Since the Community Development block grants are awarded on a different schedule than the City's fiscal year, no budget is established.

Submittal Date: May 06, 2022  
Agenda Date: May 17, 2022