



## City of Newburgh City Comptroller's Office

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**TO:** Michael Ciaravino, City Manager  
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Councilwoman – Regina Angelo  
Councilwoman – Gay Lee  
Councilwoman – Genie Abrams  
Councilwoman – Cindy Holmes  
Councilwoman – Karen Mejia

**FROM:** John J. Aber, City Comptroller

**DATE:** July 13, 2015

**SUBJECT:** City of Newburgh Financials – June

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Below are the highlights of the City of Newburgh Revenue and Expenses through June 30, 2015 (FY2015).

### **General Fund Revenue**

Year to date the City of Newburgh collected \$20.9 million which is 48.6% of the revenue budget. Revenue collected includes:

\$14.8m - Real Property Taxes – 4<sup>th</sup> quarter are due 8/7.  
\$3.0m - Sales and Use of Tax – 2<sup>nd</sup> quarter sales tax not recorded yet.  
\$1.17m - Enterprise Fund  
\$736k - Fund Balance  
\$773k - Miscellaneous Income (Mortgage Tax, Employee Contributions)  
\$430k - Departmental Income  
\$87k - License and Permits

## **General Fund Expense**

Through June the City of Newburgh expended \$20 million including \$105k in FY2014 encumbrances that rolled into FY2015. Overall the City has expended 46.3% of the 2015 Budget. There was a spike in May expenses due to the retro-active pay increases for all CSEA employees. The pay increases consisted of a 1.75% general wage increase.

Departmental expenses continue to remain in-line with the approved budgets with the exception of the Police and Fire Overtime.

Based upon increased overtime spending since May, my office is now projecting the Police Department will exceed their FY2015 overtime budget by \$400k.

In regards to the Fire Department, since May, there has also been a steady increase in their overtime. My office is now projecting overtime deficit of \$200k.

For FY2015, the City has utilized \$25k in General Fund Contingency, there is \$275k remaining.

## **Enterprise Fund Revenue**

Through June 2015, the Enterprise Funds (Water, Sewer and Sanitation) generated \$4.9m in revenue.

The Water Department has billed/collected \$1.9 million through June which represents 32.7% of the FY2015 Revenue Budget. The second quarter billing for the water fund was issued in July.

The Sewer Fund has billed/collected \$1.3 million through June which represents 24.62% of the FY2015 Revenue Budget. The second quarter billing for the sewer fund was issued in July.

The Sanitation Fund billed/collected \$1.7 million through June this represents 53.1% percent of the total budgeted for FY2015. The third quarter billing for the sanitation fund was issued in July.

## **Enterprise Fund Expense**

Through June 2015, Enterprise Funds expended \$5.5 million plus \$24k in FY2014 rollovers. There was an increase in Enterprise Fund expenses for May due to the retro-active pay increases for CSEA employees. As with General Fund employees, there was a 1.75% general wage increase. All three Enterprise Funds are projected to spend within their FY2015 Adopted Budget.

In regards to Contingency for the Enterprise Funds:

The Water fund has utilized \$95k and has \$80k remaining.

The Sewer fund has utilized \$220k and has \$80k remaining.

The Sanitation fund has utilized \$0 and has \$222k remaining.

## **Capital**

There have been no major changes in capital expenses since my last report.

### **Trust and Agency Accounts**

- **Misc Donations**
  - CAC (former Shade Tree) - \$845
  - National Night Out - \$0
  - Gun Buyback - \$1,535
  - Misc Fire Dept - \$1,847
  
- **Police**
  - Police Evidence - \$97,038
  - Federal Seizure - \$5,998
  - State Seizure - \$7,964
  - Police Bicycle - \$552
  - Police Donations - \$187
  
- **Codes**
  - Rental Registry - \$77,050
  
- **Celebrations**
  - Puerto Rican Day - \$80
  - International Festival - \$8,102
  - Quadricentennial - \$0
  - Fireworks - \$2,634
  - Memorial Day - \$91
  - Trunk or Treat - \$0

### **Other Highlights**

In April, my office in conjunction with IT implemented a budget dashboard pilot for the Police and Fire Department. The Pilot was a success and the budget dashboard was expanded to the DPW, Water, Engineering and Recreation Departments. The

dashboard provides easy to read real time budget and expense data. The dashboard also notifies Department heads when spending rates are exceeding allocations.

On June 24<sup>th</sup> the City began the FY2016 budget process. For your review I have attached the budget calendar to your monthly financial packages.

On July 1, 2015, my office in conjunction with IT began a pilot automating the City's pink form. The pink form is the official form utilized by all Departments for employee hires, terminations, promotions, transfers and step increases. The pilot began with the Police and DPW Departments. We will begin rolling out the automated form to Fire and Water Departments next and then the rest of the City. By the end of July, all departments will be using the automated form. The form is routed and archived through the City's Laser fiche system.