

August 31, 2022

To: Department Heads, Mayor, and Common Council

From: Director of Finance

Re: Monthly Financial Update – August

With budget season underway, this month's memo will provide a brief overview of the July closing results, noting each fund's performance as it relates to our anticipated monthly allocations and cash flow.

General Fund

As seen in **Appendix C**, Expenditures in the general fund are slightly lower than our anticipated amount despite higher spending in personnel and benefits (associated to overtime and seasonal work). Contractual costs were lower than anticipated by a relatively large amount, and as such, we have spent \$35k less than anticipated.

Revenues are also slightly lower than anticipated, which is the result of inconsistencies sales tax attainment. **Appendix A** shows monthly combined sales tax revenues. As you may notice, June 2022 experience matches that of July 2021 while July of 2022 matches that of June 2021. This is the result of a disbursement that was made to the City on 6/30/2022. The net impact of the month of July is a positive variance of \$13k to the year-end surplus. It is anticipated that despite having fund balance appropriation in the budget, the general fund will still end FY 2022 with a slight surplus.

Water and Sewer Funds

Revenues in the water fund (Appendix D) and the sewer fund (Appendix E) are slightly higher than that anticipated in the monthly statement, but lower than the full amount we have budgeted for each of the revenue sources for the year. In response to audit concerns discussed regularly, we have begun to implement monthly rate reconciliations to document and reconcile the full water and sewer billing registers to the revenue booked in each fund. This will not only mitigate potential audit concerns, but it will also provide the finance department with a greater insight into our revenue projections.

Expenditures in the water fund match our projections, and in the sewer fund, are slightly lower than our anticipated amount. The month of July produced a positive year-end impact of \$23k in the water fund, while the sewer produced a positive impact of \$70k compared to our projections (this means for example, that last month, we were projecting a \$66k deficit at year end in the water fund, but are now projecting a deficit of \$43k).

Refuse Fund

Contractual costs for refuse services in the fund were \$2k less than our anticipated amount. We are anticipating to end this year with a budgetary surplus of \$103k in the fund. This will benefit the fund, which has routinely experienced insufficient cash flow (as seen in **Appendix B**). It is anticipated that next year, we will likely experience no negative cash balances at month end, a feat that the fund has not accomplished in recent time (and most recently in May, 2022).

Health and Worker's Compensation Funds

As noted in previous months (as seen in **Appendices A** and **B**), claims and award costs in these funds have been much lower than the budgeted and anticipated amounts. While there are minor deferred run-off claims that are not yet able to be paid yet at this point for services incurred this year, total claim costs are not mirroring our FY 2022 budgetary projections. As a result, in discussing with our third party administrators, we will likely lower/maintain premiums next year to ensure that we are not over-collecting funds. Cash balances (**Appendix B**) support this by showing high excess over our minimum balances required per fund balance policy.

Thank you,

Tim Russo

Finance Director

Appendix A) City of Lockport - Monthly Metric Benchmarking

Combined Sales Taxes				
Month	2019	2020	2021	2022
January	\$196	\$0	\$0	\$0
February	\$454,392	\$537,581	\$469,438	\$593,049
March	\$407,892	\$440,772	\$429,461	\$508,689
April	\$583,444	\$581,503	\$677,151	\$778,809
May	\$473,367	\$311,836	\$517,738	\$602,603
June	\$595,675	\$497,539	\$542,171	\$813,378
July	\$525,611	\$544,038	\$828,544	\$553,112
August	\$488,937	\$433,779	\$552,974	
September	\$522,860	\$448,402	\$548,900	
October	\$650,166	\$858,609	\$815,211	
November	\$479,254	\$440,361	\$497,773	
December	\$1,063,377	\$1,166,752	\$1,353,428	
Annual Total	\$6,245,172	\$6,261,172	\$7,232,790	\$3,849,640
YTD Total	\$3,040,578	\$2,913,269	\$3,464,504	\$3,849,640

Metered Water Sales				
Month	2019	2020	2021	2022
January	\$295,986	\$297,007	\$301,094	\$294,409
February	\$260,683	\$254,496	\$256,025	\$255,502
March	\$405,376	\$395,895	\$380,084	\$377,768
April	\$289,579	\$296,677	\$303,475	\$299,208
May	\$256,745	\$256,303	\$254,526	\$258,967
June	\$398,689	\$647,034	\$373,512	\$383,412
July	\$298,889	\$37,626	\$310,474	\$319,669
August	\$265,739	\$269,373	\$262,716	
September	\$425,389	\$397,879	\$405,477	
October	\$323,399	\$226,318	\$328,167	
November	\$258,601	\$278,051	\$269,140	
December	\$424,907	\$546,600	\$401,685	
Annual Total	\$3,903,982	\$3,903,260	\$3,846,375	\$2,188,936
YTD Total	\$2,205,946	\$2,185,040	\$2,179,190	\$2,188,936

Health Insurance Medical Claims				
Month	2019	2020	2021	2022
January	\$327,073	\$365,250	\$350,338	\$252,854
February	\$492,824	\$324,937	\$642,054	\$284,383
March	\$355,269	\$331,536	\$423,243	\$326,715
April	\$341,465	\$150,496	\$330,084	\$229,961
May	\$271,852	\$261,417	\$385,970	\$278,789
June	\$226,553	\$307,858	\$337,826	\$287,283
July	\$438,502	\$283,401	\$427,822	\$388,004
August	\$349,046	\$320,825	\$481,298	
September	\$367,420	\$265,522	\$178,386	
October	\$261,919	\$372,888	\$398,173	
November	\$347,273	\$428,818	\$329,634	
December	\$349,195	\$297,395	\$200,818	
Annual Total	\$4,128,392	\$3,710,345	\$4,485,646	\$2,047,988
YTD Total	\$2,453,539	\$2,024,897	\$2,897,336	\$2,047,988

Refuse and Garbage Charges				
Month	2019	2020	2021	2022
January	\$0	\$0	(\$371)	\$0
February	\$1,604	\$505	\$483	\$638
March	\$918	\$134	\$732	\$469
April	\$885	\$767	\$1,000	\$1,477
May	\$641,780	\$643,697	\$646,125	\$710,720
June	\$4	(\$786)	(\$444)	\$1,048
July	\$868	\$625	\$1,820	\$652
August	\$901	\$566	\$624	
September	\$906	\$1,277	\$817	
October	\$643,591	\$644,891	\$646,619	
November	\$602	\$352	\$371	
December	(\$1,661)	\$9,116	\$332	
Annual Total	\$1,290,398	\$1,301,144	\$1,298,108	\$715,005
YTD Total	\$646,059	\$644,942	\$649,346	\$715,005

Sewer Rents				
Month	2019	2020	2021	2022
January	\$233,862	\$236,104	\$244,087	\$235,263
February	\$183,698	\$197,246	\$209,093	\$196,386
March	\$311,770	\$297,203	\$289,803	\$290,996
April	\$229,199	\$240,857	\$243,181	\$239,743
May	\$179,902	\$201,357	\$201,065	\$203,176
June	\$297,985	\$520,624	\$285,369	\$296,791
July	\$231,129	\$34,408	\$245,496	\$249,725
August	\$204,094	\$223,771	\$203,130	
September	\$317,706	\$309,502	\$301,489	
October	\$265,013	\$190,412	\$256,361	
November	\$201,775	\$208,311	\$212,508	
December	\$321,302	\$343,643	\$302,343	
Annual Total	\$2,977,435	\$3,003,440	\$2,993,923	\$1,712,080
YTD Total	\$1,667,546	\$1,727,799	\$1,718,093	\$1,712,080

Worker's Compensation Claims and Awards				
Month	2019	2020	2021	2022
January	\$25,962	\$25,361	\$23,927	\$19,423
February	\$156,370	\$28,641	\$21,680	\$19,390
March	\$24,913	\$39,215	\$23,171	\$23,093
April	\$19,836	\$20,019	\$37,514	\$28,327
May	\$62,964	\$46,371	\$20,347	\$19,397
June	\$26,428	\$18,852	\$30,508	\$18,022
July	\$51,001	\$22,829	\$20,785	\$19,202
August	\$26,436	\$20,122	\$18,865	
September	\$22,122	\$19,957	\$18,759	
October	\$99,721	\$67,839	\$29,124	
November	\$91,678	\$59,082	\$15,944	
December	\$196,474	\$17,510	\$18,727	
Annual Total	\$803,904	\$385,796	\$279,351	\$146,855
YTD Total	\$367,472	\$201,288	\$177,932	\$146,855

Appendix B) City of Lockport - Monthly Cash Benchmarking

General Fund				
Month	2019	2020	2021	2022
January	\$7,485,481	\$15,546,525	\$17,798,045	\$19,098,116
February	\$12,556,393	\$14,533,969	\$17,027,879	\$18,263,780
March	\$12,430,769	\$13,857,752	\$16,456,091	\$17,520,903
April	\$12,415,323	\$13,536,258	\$15,623,345	\$17,042,301
May	\$11,332,144	\$12,231,281	\$14,777,531	\$15,467,352
June	\$10,536,564	\$11,213,429	\$13,712,318	\$14,601,182
July	\$9,383,100	\$9,993,469	\$12,970,812	\$14,767,719
August	\$8,718,197	\$9,146,606	\$12,280,165	
September	\$6,937,385	\$8,283,230	\$11,205,446	
October	\$6,278,031	\$7,651,250	\$10,060,279	
November	\$5,238,105	\$6,880,160	\$8,796,874	
December	\$4,373,616	\$6,664,360	\$7,965,416	

	'	Nater Fund		
Month	2019	2020	2021	2022
January	\$1,427,988	\$2,129,208	\$2,628,723	\$2,642,387
February	\$1,390,670	\$2,059,988	\$2,624,789	\$2,528,523
March	\$1,750,379	\$2,145,094	\$2,410,492	\$2,446,885
April	\$1,934,555	\$2,187,804	\$2,483,927	\$2,429,685
May	\$1,773,832	\$2,082,250	\$2,253,247	\$2,214,415
June	\$1,856,442	\$2,243,870	\$2,332,919	\$2,404,039
July	\$2,030,345	\$2,315,038	\$2,484,241	\$2,439,985
August	\$2,069,234	\$2,407,317	\$2,547,756	
September	\$1,799,286	\$2,376,813	\$2,596,808	
October	\$1,784,054	\$2,238,293	\$2,368,372	
November	\$2,113,688	\$2,216,425	\$2,330,266	
December	\$2,020,072	\$2,579,966	\$2,625,687	

Health Insurance Fund				
Month	2019	2020	2021	2022
January	\$1,100,904	\$1,896,866	\$2,309,292	\$2,309,292
February	\$927,989	\$1,719,295	\$2,069,674	\$2,214,675
March	\$676,129	\$1,750,426	\$1,888,385	\$2,296,827
April	\$436,847	\$1,958,385	\$1,910,279	\$2,468,381
May	\$264,834	\$1,961,066	\$1,883,529	\$2,740,509
June	\$30,955	\$2,105,150	\$2,024,272	\$2,802,695
July	\$133,061	\$2,171,030	\$1,818,975	\$2,677,996
August	\$14,389	\$2,207,294	\$1,685,015	
September	\$1,768,852	\$2,297,491	\$1,852,391	
October	\$1,536,529	\$2,183,213	\$1,799,002	
November	\$1,658,550	\$2,204,290	\$1,940,100	
December	\$1,806,436	\$2,260,574	\$1,959,592	

Refuse and Recycling Fund				
Month	2019	2020	2021	2022
January	\$278,946	\$279,629	\$228,806	\$275,621
February	\$201,535	\$139,096	\$140,675	\$197,803
March	\$118,686	\$53,833	\$56,990	\$121,517
April	\$38,739	\$54,447	(\$38,160)	\$37,114
May	(\$47,902)	(\$134,923)	(\$129,002)	(\$31,141)
June	(\$133,056)	\$254,538	\$193,283	\$355,879
July	\$167,639	\$179,471	\$195,332	\$334,159
August	\$201,741	\$231,097	\$149,067	
September	\$108,578	\$45,998	\$56,369	
October	\$59,462	(\$110,252)	(\$80,793)	
November	(\$49,681)	\$115,500	\$217,571	
December	\$353,551	\$306,795	\$349,032	

Sewer Fund				
Month	2019	2020	2021	2022
January	\$806,298	\$1,081,511	\$1,536,779	\$1,635,729
February	\$580,701	\$1,088,058	\$1,663,905	\$1,595,185
March	\$692,539	\$1,079,858	\$1,511,408	\$1,549,736
April	\$979,887	\$1,276,663	\$1,699,874	\$1,718,465
May	\$715,776	\$1,093,714	\$1,431,550	\$1,502,102
June	\$766,335	\$1,237,171	\$1,499,025	\$1,613,841
July	\$1,058,987	\$1,444,144	\$1,590,576	\$1,604,849
August	\$1,084,153	\$1,463,381	\$1,858,622	
September	\$907,957	\$1,550,040	\$1,861,897	
October	\$997,305	\$1,513,652	\$1,568,846	
November	\$979,618	\$1,453,768	\$1,617,365	
December	\$872,968	\$1,526,438	\$1,763,724	

Worker's Compensation Fund				
Month	2019	2020	2021	2022
January	\$1,997,340	\$1,745,702	\$1,998,255	\$2,393,153
February	\$1,810,515	\$1,788,014	\$1,928,873	\$2,334,752
March	\$1,816,543	\$1,701,080	\$1,955,724	\$2,363,158
April	\$1,826,967	\$1,888,125	\$1,962,406	\$2,382,915
May	\$1,798,140	\$1,850,060	\$2,011,136	\$2,459,626
June	\$1,810,951	\$1,876,361	\$2,062,510	\$2,500,566
July	\$1,863,941	\$1,914,344	\$2,118,521	\$2,575,912
August	\$1,917,557	\$1,940,469	\$2,169,345	
September	\$1,946,815	\$1,935,185	\$2,207,318	
October	\$1,877,740	\$1,901,682	\$2,224,352	
November	\$1,854,624	\$1,903,516	\$2,311,173	
December	\$1,735,301	\$1,960,151	\$2,352,920	

Note: General Fund includes A.1450.11 (NYCLASS Investment) and A.1200.10 Universal Cash. Refuse contains CL.1200.10 Universal Cash. Water contains FX.1200.10 Universal Cash, FX.1201.18 Cash in Time Deposits (for FY 2019), and FX.1450.71 NYCLASS. Sewer contains G.1200.10 Universal Cash, G.1201.18 Cash in Time Deposits, and G.1450.71 NYCLASS. Health Insurance contains MS.1200.13. Worker's compensation contains S.1230.10 Cash, S.1450.71 NYCLASS, S.1452.11/71 Special Reserves.

Appendix C) General Fund - Cash Flow Statement

	January*	February*	March*	April*	May*	June*	*yInf	August	September	October	November	December	Total:
Revenues:													
Real Property Taxes	13,198	223	27	37	160	46	36	8	17	17	24	7	13,799
Nonproperty Tax Items	2	594	574	789	609	816	649	538	579	1,011	548	1,398	8,106
Intergovernmental	1	36	1	1	1	1	1	-	-	-	-	501	543
Departmental	8	6	8	7	21	9	17	5	9	13	3	32	138
Use of Money	0	1	2	4	7	0	16	1	1	1	1	76	109
Licenses and Permits	16	8	34	16	16	12	12	16	18	17	12	27	204
Fines	-	6	9	12	7	7	8	7	7	24	17	20	123
Sale of Property	-	-	10	1	6	1	-	14	-	1	-	8	40
Miscellaneous	(31)	0	3	9	2	4	14	1	0	0	-	31	34
State Aid	-	0	-	-	9	196	18	42	271	9	-	2,619	3,165
Federal Aid	-	5	4	-	8	1	3	-	2	-	4	17	43
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	65	65
Total Revenues:	13,193	879	672	876	847	1,092	774	632	902	1,094	608	4,801	26,370
Expenditures:													
Personal Services	789	861	836	823	838	1,290	949	879	875	848	856	1,715	11,560
Equipment	10	23	5	40	6	1	13	53	3	44	6	(0)	204
Contractual	396	310	285	221	216	275	240	278	375	238	225	486	3,544
Debt Principal	-	-	60	-	510	-	-	-	-	166	13	(32)	717
Debt Interest	-	-	9	10	14	0	-	1	-	23	12	(8)	62
Employee Benefits	1,231	807	575	569	552	620	572	620	829	577	577	2,432	9,960
Interfund Transfers	-	114	-	-	-	-	-	-	-	-	-	-	114
Total Expenditures:	2,426	2,113	1,770	1,664	2,136	2,186	1,774	1,832	2,082	1,896	1,690	4,593	26,161
Surplus (Deficiency)	10,767	9,532	8,434	7,646	6,357	5,263	4,263	3,064	1,885	1,082	1	209	
Month-End Cash Balance	19,078	18,264	17,521	17,042	15,467	14,601	14,768	13,569	12,390	11,588	10,506	9,928	

Appendix D) Water Fund - Cash Flow Statement

	January*	February*	March*	April*	May*	June*	*VINC	August	September	October	November	December	Total:
Revenues: Intergovernmental													
Charges	-	-	-	-	-	-	-	-	-	-	-	129	129
Departmental Income Use of Money and	311	265	386	305	266	403	336	317	429	296	295	570	4,178
Property	-	0	0	0	1	-	2	0	0	0	0	0	4
Interfund Transfers	_	_	_	_	_	_	_	_	_	-	_	51	51
Total Revenues:	311	265	386	305	267	403	338	317	429	296	296	750	4,362
Expenditures:													
Personal Services	65	88	88	85	89	135	102	90	93	95	96	175	1,200
Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-
Contractual	23	63	133	74	51	60	54	62	165	106	87	333	1,211
Debt Principal	-	-	160	-	195	-	-	-	-	114	-	77	545
Debt Interest	-	-	50	15	7	-	-	2	-	19	9	38	140
Employee Benefits	130	74	74	74	76	81	76	82	82	83	84	235	1,152
Interfund Transfers	-	78	-	-	-	-	-	-	-	-	-	78	157
Total Expenditures:	218	304	506	248	418	277	232	235	340	416	276	936	4,405
Surplus (Deficiency)	93	54	(66)	(9)	(160)	(34)	72	154	243	123	143	(43)	
Month-End Cash Balance	2,642	2,529	2,447	2,430	2,214	2,404	2,440	2,522	2,611	2,491	2,511	2,325	

Appendix E) Sewer Fund - Cash Flow Statement

	January*	February*	March*	April*	May*	June*	July*	August	September	October	November	December	Total:
Revenues:													
Departmental Income Use of Money and	239	220	317	415	374	329	277	246	357	399	219	550	3,943
Property	0	0	1	36	0	0	1	0	0	0	0	0	38
Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	83	83
Total Revenues:	239	220	318	451	374	329	278	247	357	399	219	633	4,064
Expenditures:													
Personal Services	58	67	65	60	64	102	86	72	70	68	80	123	915
Equipment	-	-	2	-	0	0	13	-	12	0	-	9	36
Contractual	18	58	79	92	149	88	65	96	119	101	104	350	1,319
Debt Principal	-	-	153	-	265	-	-	-	-	118	51	9	596
Debt Interest	-	-	22	10	11	1	-	6	-	23	12	3	87
Employee Benefits	112	62	60	58	59	66	64	69	69	70	71	205	966
Interfund Transfers	-	38	-	-	-	-	-	-	-	-	-	-	38
Total Expenditures:	188	225	381	220	549	256	229	243	270	380	317	698	3,957
Surplus (Deficiency)	51	46	(17)	213	39	112	161	164	251	270	172	106	
Month-End Cash Balance	1,636	1,595	1,550	1,718	1,502	1,614	1,605	1,608	1,695	1,714	1,615	1,680	

Appendix F) Refuse and Recycling Fund - Cash Flow Statement

	January*	February*	March*	April*	Мау*	June*	July*	August	September	October	November	December	Total:
Revenues: Fees and Fund													
Revenues	14	1	1	2	711	1	1	1	1	711	0	1	1,445
Total Revenues:	14	1	1	2	711	1	1	1	1	711	0	1	1,445
Expenditures: Equipment and Capital Outlay	-	-	-	-	16	-	-	-	8	-	-	-	24
Contractual	89	88	87	89	89	91	93	90	90	90	90	294	1,281
Debt Principal	-	-	-	-	-	-	-	-	-	31	-	-	31
Debt Interest	-	-	-	2	-	-	-	-	-	2	-	-	5
Total Expenditures:	89	88	87	91	105	91	93	90	98	124	90	294	1,341
Surplus (Deficiency)	(75)	(163)	(249)	(338)	267	177	85	(4)	(101)	486	396	103	
Month-End Cash Balance	276	198	122	37	(31)	356	334	245	148	735	645	352	

Appendix G) Health Insurance Fund - Cash Flow Statement

	January*	February*	March*	April*	May*	June*	*ylnſ	August	September	October	November	December	Total:
Revenues:													
Intergovernmental Charges	540	543	553	555	542	543	544	545	545	545	545	545	6,546
Use of Money and Property	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	10	12	8	8	11	15	12	10	9	10	9	9	122
Total Revenues:	550	555	561	563	553	558	556	555	554	555	554	554	6,668
Expenditures:													
Contractual Costs	434	362	531	306	420	434	463	657	522	589	729	531	5,979
Total Expenditures:	434	362	531	306	420	434	463	657	522	589	729	531	5,979
Surplus (Deficiency)	116	309	339	595	729	853	946	844	875	841	666	689	
Month-End Cash Balance	2,309	2,215	2,297	2,468	2,741	2,803	2,678	2,566	2,589	2,545	2,361	2,374	

Appendix H) Worker's Compensation Fund - Cash Flow Statement

	January*	February*	March*	April*	May*	June*	*Ajnr	August	September	October	November	December	Total:
Revenues: Intergovernmental													
Charges	82	62	63	63	65	112	94	64	64	64	63	120	917
Total Revenues:	82	62	63	63	65	112	94	64	64	64	63	120	917
Expenditures:													
Contractual Costs	42	121	43	37	20	25	34	40	40	40	40	40	521
Total Expenditures:	42	121	43	37	20	25	34	40	40	40	40	40	521
Surplus (Deficiency)	40	(19)	2	28	73	160	220	244	268	292	315	395	
Month-End Cash Balance	2,393	2,335	2,363	2,382	2,460	2,500	2,576	2,600	2,624	2,648	2,671	2,751	