

**San Antonio Public Library**  
**Monthly Operating Statement**  
**October 1, 2017 to February 28, 2018**  
**Percent of FY Elapsed: 42%**

	Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2018	FY 2018	FY 2018	FY 2018	FY 2018
<b>City General Fund--Personnel Services</b>					
Car Exp Allowance	18,000	7,500	-	10,500	42%
Cell Phone Reimburse	6,720	2,950	-	3,770	44%
Civil Actv Healthcr	2,629,117	1,095,466	-	1,533,651	42%
Def Comp-Executives	6,200	7,741	-	(1,541)	125%
FICA & Medicare Exp	1,412,950	559,276	-	853,674	40%
Hol.Pay-Hourly Sal.	-	7,118	-	(7,118)	
Language Skill Pay	34,200	14,650	-	19,550	43%
Life Insurance	15,303	4,444	-	10,859	29%
Overtime Salaries	1,737	15,920	-	(14,183)	917%
Pers Leave Buy Back	199,688	316,783	-	(117,095)	159%
Regular Salaries	18,418,265	7,288,280	-	11,129,985	40%
Reserve COLA	216,693	-	-	216,693	0%
Reserve for Pay Plan	264,498	-	-	264,498	0%
Reserve Performance Pay	254,478	-	-	254,478	0%
Retiree Hlth Assess	337,113	140,464	-	196,649	42%
Retiree Payout Sal	-	26,197	-	(26,197)	
Retirement Exp	1,780,579	772,124	-	1,008,455	43%
Salary Turnover Targ	(413,663)	-	-	(413,663)	0%
Shift Differential	19,300	22,418	-	(3,118)	116%
Temp FICA & Medicare	-	964	-	(964)	
Temporary Salaries	-	12,514	-	(12,514)	
Transportation Allowance	286	-	-	286	0%
<b>Total General Fund Personal Services</b>	<b>25,201,464</b>	<b>10,294,809</b>	<b>-</b>	<b>14,906,655</b>	<b>41%</b>
<b>City General Fund--Contractual Services</b>					
Adv and Publications	11,450	4,687	-	6,763	41%
Alarm and Sec. Serv.	65,055	40,976	2,562	21,517	67%
Binding & Printing	52,585	13,939	626	38,020	28%
Cleaning Services	1,086,322	482,738	-	603,584	44%
Computer Software Maint.	560,811	520,608	-	40,203	93%
Contractual Services	942,114	278,260	574,823	89,031	91%
Credit Card Fees	24,000	11,337	-	12,663	47%
Education - Classes	3,623	2,185	-	1,438	60%
Fees to Prof Contr.	751,721	361,183	-	390,538	48%
Freight and Storage	31,817	10,791	19,933	1,093	97%
Mail and Parcel Post	14,526	3,040	-	11,486	21%
Maint - Buildings	544,267	308,231	35,229	200,806	63%
Maint & Rep - Cmrcil	3,393	6,146	-	(2,753)	181%
Maint. - M&E	20,420	39,720	2,140	(21,439)	205%
Maint.- Repair Auto	12,595	4,930	-	7,665	39%
Membership Dues	15,300	3,225	-	12,076	21%
Other Contract Svcs	23,000	23,406	-	(406)	102%
Participation-Booth Fees	-	10,557	-	(10,557)	
Public Copy/Print	292,263	66,722	135	225,406	23%
Rental of Equipment	5,000	4,244	-	756	85%
Rental Office Equipment	9,000	4,360	-	4,640	48%
Rental Other Equipment	-	-	-	-	
Subscriptions to Computer Svcs	-	1,540	-	(1,540)	
Temporary Services	306,399	134,963	217,030	(45,594)	115%
Transportation Fees	89,485	45,750	-	43,735	51%
Travel-Official	1,000	436	-	564	44%
<b>Total General Fund Contractual Services</b>	<b>4,866,146</b>	<b>2,383,973</b>	<b>852,478</b>	<b>1,629,695</b>	<b>67%</b>

\*Budget line overages are allowable. Budget control is at the Department level.

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**October 1, 2017 to February 28, 2018**  
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<b>City General Fund--Commodities</b>					
Clothing and Linen	6,092	4,524	7,119	(5,550)	191%
Computer Software	63,300	9,538	1,183	52,579	17%
Expense Allowance	1,000	-	-	1,000	0%
Food	-	2,629	-	(2,629)	
Janitorial Supplies	36,452	20,813	-	15,639	57%
Library Materials	222,257	63,720	19,912	138,625	38%
Library Resources	4,512,944	1,734,503	3,900	2,774,541	39%
M&R Material Bldg/Imp	71,854	27,981	1,612	42,262	41%
M&R Material Mach/Eq	37,608	13,530	5,523	18,555	51%
M&R Parts Automotive	7,741	1,179	-	6,562	15%
Office Supplies	135,877	44,442	1,332	90,102	34%
Other Commodities	53,000	19,351	1,305	32,344	39%
Tools & Apparatus	-	3,587	-	(3,587)	
<b>Total General Fund Commodities</b>	<b>5,148,125</b>	<b>1,945,797</b>	<b>41,886</b>	<b>3,160,442</b>	<b>39%</b>
<b>City General Fund Other Expenditures</b>					
Automotive Admin Chg	1,353	564	-	789	42%
Build. Maint. Chg	359,513	149,797	-	209,716	42%
Gas and Electricity	975,350	361,973	-	613,377	37%
General Liab. Assess	92,078	38,366	-	53,712	42%
Mail & Delivery Svcs	11,065	4,610	-	6,455	42%
Motor Fuel and Lub.	21,959	8,308	-	13,651	38%
Rent of City Equip. (Vehicle Replacement Fund)	27,628	11,512	-	16,116	42%
Water and Sewer	213,802	75,449	-	138,353	35%
Workers Comp Assess	107,737	44,890	-	62,847	42%
<b>Total General Fund Other Expenditures</b>	<b>1,810,485</b>	<b>695,469</b>	<b>-</b>	<b>1,115,016</b>	<b>38%</b>
<b>City General Fund Scheduled Line Items</b>					
CAP Admin Cost-Dir	-	301	-	(301)	
CAP Admin Cost-Indir	-	156	-	(156)	
Cell Phone Services	6,483	4,321	-	2,162	67%
Communications Radio	1,106	8	-	1,098	1%
Interfnd Transf Out	111,487	46,453	-	65,034	42%
IT Assessment Fee	2,370,434	987,681	-	1,382,753	42%
Procurement Fee	138,868	57,862	-	81,006	42%
Rental of Pagers	998	-	-	998	0%
Wireless Data Communications	12,122	935	-	11,187	8%
<b>Total General Fund Scheduled Line Items</b>	<b>2,641,498</b>	<b>1,097,716</b>	<b>-</b>	<b>1,543,782</b>	<b>42%</b>
<b>City General Fund Capital Outlay</b>					
Cap<5000 - Furn & Fix	419,530	100,664	84,637	234,229	44%
Cap<5000 - M&E Other	-	357	-	(357)	
Cap<5000 - PC Replct	484,807	17,955	-	466,852	4%
<b>Total General Fund Capital Outlay</b>	<b>904,337</b>	<b>118,976</b>	<b>84,637</b>	<b>700,724</b>	<b>23%</b>
<b>Total City General Fund</b>	<b>40,572,055</b>	<b>16,536,739</b>	<b>979,002</b>	<b>23,056,314</b>	<b>43%</b>
<b>Major Gifts</b>					
Friends of the Library	60,000	15,000	6,714	38,286	36%
Library Foundation	280,094	43,794	14,564	221,735	21%
<b>Total General Fund, State/Federal Grants and Major Gifts</b>	<b>40,912,148</b>	<b>16,595,533</b>	<b>1,000,280</b>	<b>23,316,336</b>	<b>43%</b>

# Library General Fund % Spent

FY 15 Budget \$34.9M, FY16 \$37.7M, FY 17 \$39.8M & FY18 \$40.4M

