

**San Antonio Public Library
Monthly Operating Statement
October 1, 2018 to October 31, 2018
Percent of FY Elapsed: 8%**

	Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2019	FY 2019	FY 2019	FY 2019	FY 2019
City General Fund--Personnel Services					
Car Exp Allowance	18,000	1,500	-	16,500	8%
Cell Phone Allowance	2,520	-	-	2,520	0%
Cell Phone Reimburse	4,200	510	-	3,690	12%
Civil Actv Healthcr	2,502,340	208,528	-	2,293,812	8%
Def Comp-Executives	15,300	-	-	15,300	0%
FICA & Medicare Exp	1,457,401	114,362	-	1,343,039	8%
Language Skill Pay	36,000	2,850	-	33,150	8%
Life Insurance	15,714	912	-	14,802	6%
Overtime Salaries	1,737	1,941	-	(204)	112%
Pers Leave Buy Back	199,688	-	-	199,688	0%
Regular Salaries	18,988,316	1,574,045	-	17,414,271	8%
Reserve COLA	225,872	-	-	225,872	0%
Reserve for Pay Plan	315,937	-	-	315,937	0%
Reserve Performance Pay	257,235	-	-	257,235	0%
Retiree Hlth Assess	417,091	34,758	-	382,333	8%
Retiree Payout Sal	-	1,128	-	(1,128)	
Retirement Exp	1,836,515	160,615	-	1,675,900	9%
Salary Turnover Targ	(413,663)	-	-	(413,663)	0%
Shift Differential	19,300	2,038	-	17,262	11%
Temp FICA & Medicare	-	213	-	(213)	
Temporary Salaries	-	2,779	-	(2,779)	
Total General Fund Personal Services	25,899,503	2,106,178	-	23,793,325	8%
City General Fund--Contractual Services					
Adv and Publications	11,450	178	-	11,273	2%
Alarm and Sec. Serv.	65,055	4,789	2,023	58,243	10%
Binding & Printing	56,662	7,765	2,822	46,076	19%
Cleaning Services	1,139,245	105,985	-	1,033,260	9%
Computer Software Maint.	568,304	491,357	-	76,947	86%
Contractual Services	924,763	15,558	707,858	201,347	78%
Credit Card Fees	24,000	2,220	-	21,780	9%
Education - Classes	3,623	899	-	2,724	25%
Fees to Prof Contr.	713,557	91,463	-	622,094	13%
Freight and Storage	31,817	2,961	32,992	(4,136)	113%
Mail and Parcel Post	14,526	15	-	14,511	0%
Maint - Buildings	835,009	63,981	549,120	221,907	73%
Maint & Rep - Cmrc	3,393	-	-	3,393	0%
Maint. - M&E	20,420	11,441	-	8,979	56%
Maint.- Repair Auto	12,595	1,139	-	11,456	9%
Membership Dues	15,300	-	-	15,300	0%
Other Contract Svcs	23,000	-	-	23,000	0%
Public Copy/Print	306,218	41,942	2	264,274	14%
Rental of Equipment	5,000	-	2,776	2,224	56%
Rental Office Equipment	9,000	-	-	9,000	0%
Subscriptions to Computer Svcs	50,000	-	-	50,000	0%
Temporary Services	340,000	20,337	281,113	38,550	89%
Transportation Fees	89,485	6,809	-	82,676	8%
Travel-Official	1,000	268	-	732	27%
Total General Fund Contractual Services	5,263,422	869,108	1,578,704	2,815,609	47%
City General Fund--Commodities					
Clothing and Linen	6,092	427	10,573	(4,908)	181%
Computer Software	65,100	1,800	-	63,300	3%

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

San Antonio Public Library
Monthly Operating Statement
October 1, 2018 to October 31, 2018
Percent of FY Elapsed: 8%

	Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2019	FY 2019	FY 2019	FY 2019	FY 2019
Expense Allowance	1,000	-	-	1,000	0%
Food	-	-	72	(72)	
Janitorial Supplies	36,452	5,381	771	30,300	17%
Library Materials	226,634	3,216	48,345	175,073	23%
Library Resources	5,192,944	505,657	29,267	4,658,020	10%
M&R Material Bldg/Imp	71,854	126	402	71,326	1%
M&R Material Mach/Eq	37,608	2,206	-	35,402	6%
M&R Parts Automotive	7,741	423	-	7,318	5%
Office Supplies	135,877	7,797	2,899	125,181	8%
Other Commodities	62,927	10,151	3,789	48,988	22%
Total General Fund Commodities	5,844,229	537,182	96,118	5,210,929	11%
City General Fund Other Expenditures					
Automotive Admin Chg	1,485	124	-	1,361	8%
Build. Maint. Chg	313,881	26,157	-	287,724	8%
Gas and Electricity	919,801	81,446	-	838,355	9%
General Liab. Assess	62,387	5,199	-	57,188	8%
Mail & Delivery Svcs	10,949	912	-	10,037	8%
Motor Fuel and Lub.	23,581	2,316	-	21,265	10%
Rent of City Equip. (Vehicle Replacement Fund)	31,182	2,599	-	28,584	8%
Water and Sewer	207,224	19,137	-	188,087	9%
Workers Comp Assess	56,908	4,742	-	52,166	8%
Total General Fund Other Expenditures	1,627,398	142,631	-	1,484,767	9%
City General Fund Scheduled Line Items					
Cell Phone Services	6,599	432	-	6,167	7%
Communications Radio	585	-	-	585	0%
Interfnd Transf Out	138,106	11,509	-	126,597	8%
IT Assessment Fee	2,481,059	206,755	-	2,274,304	8%
Procurement Fee	153,685	12,807	-	140,878	8%
Wireless Data Communications	6,419	-	-	6,419	0%
Total General Fund Scheduled Line Items	2,786,453	231,503	-	2,554,950	8%
City General Fund Capital Outlay					
Cap<5000 - Comp Equ.	78,430	32,490	-	45,940	41%
Cap<5000 - Furn & Fix	461,350	-	1,543	459,807	0%
Cap<5000 - M&E Other	-	-	16,931	(16,931)	
Cap<5000 - PC Replct	195,156	-	-	195,156	0%
Total General Fund Capital Outlay	734,936	32,490	18,474	683,972	7%
Total City General Fund	42,155,941	3,919,092	1,693,296	36,543,552	13%
Major Gifts					
Friends of the Library	60,000	60,000	-	-	100%
Library Foundation (% year elapsed 100%)	280,094	248,185	31,592	317	100%
Total Major Gifts	340,094	308,185	31,592	317	100%

Library General Fund % Spent

FY16 Budget \$37.7M, FY17 \$39.8M, FY18 \$40.4M & FY19 \$42.1M

