

**San Antonio Public Library
Monthly Operating Statement
October 1, 2018 to December 31, 2018
Percent of FY Elapsed: 25%**

	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	4,500	-	13,500	25%
Cell Phone Allowance	2,520	-	-	2,520	0%
Cell Phone Reimburse	4,200	1,580	-	2,620	38%
Civ Cloth/Boot Allowance	-	250	-	(250)	
Civil Actv Healthcr	2,502,340	625,585	-	1,876,755	25%
Def Comp-Executives	15,300	-	-	15,300	0%
FICA & Medicare Exp	1,457,401	357,505	-	1,099,896	25%
Hol.Pay-Hourly Sal.	-	297	-	(297)	
Language Skill Pay	36,000	8,500	-	27,500	24%
Life Insurance	15,714	2,750	-	12,964	18%
Overtime Salaries	1,737	2,744	-	(1,007)	158%
Pers Leave Buy Back	199,688	315,760	-	(116,072)	158%
Regular Salaries	18,988,316	4,572,746	-	14,415,570	24%
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	104,273	-	312,818	25%
Retiree Payout Sal	-	14,258	-	(14,258)	
Retirement Exp	1,836,515	488,218	-	1,348,297	27%
Salary Turnover Targ	(413,663)	-	-	(413,663)	0%
Shift Differential	19,300	11,956	-	7,344	62%
Temp FICA & Medicare	-	703	-	(703)	
Temporary Salaries	-	9,173	-	(9,173)	
Total General Fund Personal Services	25,899,503	6,520,798	-	19,378,705	25%
City General Fund--Contractual Services					
Adv and Publications	11,450	1,885	-	9,565	16%
Alarm and Sec. Serv.	65,055	13,544	1,343	50,168	23%
Binding & Printing	56,662	10,997	5,240	40,425	29%
Cleaning Services	1,139,245	314,756	-	824,489	28%
Computer Software Maint.	568,304	516,686	1,200	50,418	91%
Contractual Services	924,763	204,285	533,013	187,465	80%
Credit Card Fees	24,000	6,118	-	17,882	25%
Education - Classes	3,623	199	-	3,424	5%
Fees to Prof Contr.	713,557	225,008	-	488,549	32%
Freight and Storage	31,817	7,717	27,650	(3,549)	111%
Mail and Parcel Post	14,526	302	-	14,224	2%
Maint - Buildings	835,009	256,248	513,803	64,958	92%
Maint & Rep - Cmrcl	3,393	1,378	-	2,015	41%
Maint. - M&E	20,420	12,243	-	8,177	60%
Maint.- Repair Auto	12,595	3,729	-	8,866	30%
Membership Dues	15,300	1,510	-	13,790	10%
Other Contract Svcs	23,000	-	-	23,000	0%
Participation-Booth Fees	-	1,400	-	(1,400)	
Public Copy/Print	306,218	62,169	246	243,803	20%
Rental of Equipment	5,000	5,552	1,226	(1,778)	136%
Rental Office Equipment	9,000	2,334	-	6,666	26%
Subscriptions to Computer Svcs	50,000	14,998	-	35,002	30%
Temporary Services	340,000	69,541	229,245	41,214	88%
Transportation Fees	89,485	27,298	-	62,187	31%
Travel-Official	1,000	-	-	1,000	0%
Total General Fund Contractual Services	5,263,422	1,759,896	1,312,965	2,190,561	58%

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City General Fund--Commodities					
Clothing and Linen	6,092	1,688	9,107	(4,704)	177%
Computer Software	65,100	2,663	-	62,437	4%
Expense Allowance	1,000	-	-	1,000	0%
Food	-	3,361	-	(3,361)	
Janitorial Supplies	36,452	10,251	252	25,949	29%
Library Materials	226,634	67,319	19,124	140,191	38%
Library Resources	5,192,944	1,432,537	130,582	3,629,825	30%
M&R Material Bldg/Imp	71,854	2,475	1,592	67,788	6%
M&R Material Mach/Eq	37,608	3,948	1,752	31,908	15%
M&R Parts Automotive	7,741	1,010	-	6,731	13%
Office Supplies	135,877	22,300	3,521	110,055	19%
Other Commodities	62,927	17,682	2,803	42,443	33%
Total General Fund Commodities	5,844,229	1,565,234	168,734	4,110,262	30%
City General Fund Other Expenditures					
Automotive Admin Chg	1,485	371	-	1,114	25%
Software Licenses	-	233	-	(233)	
Build. Maint. Chg	313,881	78,470	-	235,411	25%
Gas and Electricity	919,801	232,701	-	687,100	25%
General Liab. Assess	62,387	15,597	-	46,790	25%
Mail & Delivery Svcs	10,949	2,737	-	8,212	25%
Motor Fuel and Lub.	23,581	5,407	-	18,174	23%
Rent of City Equip. (Vehicle Replacement Fund)	31,182	7,796	-	23,387	25%
Water and Sewer	207,224	52,754	-	154,470	25%
Workers Comp Assess	56,908	14,227	-	42,681	25%
Total General Fund Other Expenditures	1,627,398	410,293	-	1,217,105	25%
City General Fund Scheduled Line Items					
Cell Phone Services	6,599	1,670	-	4,929	25%
Communications Radio	585	7	-	578	1%
Interfnd Transf Out	138,106	34,526	-	103,580	25%
IT Assessment Fee	2,481,059	620,265	-	1,860,794	25%
Procurement Fee	153,685	38,421	-	115,264	25%
Wireless Data Communications	6,419	228	-	6,191	4%
Total General Fund Scheduled Line Items	2,786,453	695,117	-	2,091,336	25%
City General Fund Capital Outlay					
Cap<5000 - Comp Equ.	78,430	30,336	-	48,094	39%
Cap<5000 - Furn & Fix	461,350	-	26,244	435,106	6%
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	47,267	26,244	661,424	10%
Total City General Fund	42,155,941	10,998,605	1,507,943	29,649,393	30%
Major Gifts					
Friends of the Library (100% year elapsed)	60,000	60,000	-	-	100%
Library Foundation (100 % year elapsed)	280,094	273,188	6,218	688	100%
Total Major Gifts	340,094	333,188	6,218	688	100%