

**San Antonio Public Library**  
**Monthly Operating Statement**  
**October 1, 2018 to Sep 30, 2019**  
**Percent of FY Elapsed: 100%**

	Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2019	FY 2019	FY 2019	FY 2019	FY 2019
<b>City General Fund--Personnel Services</b>					
Car Exp Allowance	18,000	18,000	-	-	100%
Cell Phone Allowance	2,520	-	-	2,520	0%
Cell Phone Reimburse	4,200	7,020	-	(2,820)	167%
Civ Cloth/Boot Allowance	-	2,600	-	(2,600)	
Civil Actv Healthcr	2,502,340	2,502,340	-	-	100%
Def Comp-Executives	15,300	16,724	-	(1,424)	109%
FICA & Medicare Exp	1,457,401	1,372,965	-	84,436	94%
Hol.Pay-Hourly Sal.	-	2,232	-	(2,232)	
Language Skill Pay	36,000	34,450	-	1,550	96%
Life Insurance	15,714	11,071	-	4,643	70%
Overtime Salaries	1,737	4,366	-	(2,629)	251%
Pers Leave Buy Back	199,688	315,760	-	(116,072)	158%
Regular Salaries	18,988,316	18,290,697	-	697,619	96%
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	417,091	-	-	100%
Retiree Payout Sal	-	61,801	-	(61,801)	
Retirement Exp	1,836,515	1,865,796	-	(29,281)	102%
Salary Turnover Targ	(413,663)	-	-	(413,663)	0%
Shift Differential	19,300	48,471	-	(29,171)	251%
Temp FICA & Medicare	-	3,036	-	(3,036)	
Temporary Salaries	-	39,606	-	(39,606)	
<b>Total General Fund Personal Services</b>	<b>25,899,503</b>	<b>25,014,026</b>	<b>-</b>	<b>885,477</b>	<b>97%</b>
<b>City General Fund--Contractual Services</b>					
Adv and Publications	11,450	11,133	-	317	97%
Alarm and Sec. Serv.	65,055	94,626	510	(30,081)	146%
Binding & Printing	56,662	42,019	172	14,471	74%
Cleaning Services	1,139,245	1,246,633	-	(107,388)	109%
Computer Software Maint.	568,304	558,105	-	10,199	98%
Contractual Services	924,763	897,672	-	27,091	97%
Credit Card Fees	24,000	26,168	-	(2,168)	109%
Education - Classes	3,623	250	-	3,373	7%
Fees to Prof Contr.	713,557	932,488	66,541	(285,473)	140%
Freight and Storage	31,817	28,464	2,973	379	99%
Mail and Parcel Post	14,526	24,554	-	(10,028)	169%
Maint - Buildings	835,009	1,148,731	4,363	(318,086)	138%
Maint & Rep - Cmrc	3,393	7,885	-	(4,492)	232%
Maint. - M&E	20,420	38,672	3,597	(21,849)	207%
Maint.- Repair Auto	12,595	20,640	-	(8,045)	164%
Membership Dues	15,300	18,257	-	(2,957)	119%
Other Contract Svcs	23,000	23,921	-	(921)	104%
Participation-Booth Fees	-	1,525	-	(1,525)	
Public Copy/Print	306,218	232,317	-	73,901	76%
Rental of Equipment	5,000	9,474	-	(4,474)	189%
Rental Office Equipment	9,000	13,548	-	(4,548)	151%
Subscriptions to Computer Svcs	50,000	42,298	-	7,702	85%
Temporary Services	340,000	239,770	-	100,230	71%
Transportation Fees	89,485	128,153	-	(38,668)	143%
Travel-Official	1,000	183	-	817	18%
<b>Total General Fund Contractual Services</b>	<b>5,263,422</b>	<b>5,787,489</b>	<b>78,156</b>	<b>(602,224)</b>	<b>111%</b>
<b>City General Fund--Commodities</b>					

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	Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2019	FY 2019	FY 2019	FY 2019	FY 2019
Clothing and Linen	6,092	7,793	-	(1,701)	128%
Computer Software	65,100	2,663	-	62,437	4%
Expense Allowance	1,000	-	-	1,000	0%
Food	-	12,848	-	(12,848)	
Janitorial Supplies	36,452	46,249	1,586	(11,383)	131%
Library Materials	226,634	166,489	-	60,145	73%
Library Resources	5,192,944	5,262,903	-	(69,959)	101%
M&R Material Bldg/Imp	71,854	73,938	-	(2,084)	103%
M&R Material Mach/Eq	37,608	9,801	-	27,807	26%
M&R Parts Automotive	7,741	7,356	-	385	95%
Office Supplies	135,877	126,703	890	8,284	94%
Other Commodities	62,927	48,731	-	14,197	77%
Tools & Apparatus	-	171	-	(171)	
<b>Total General Fund Commodities</b>	<b>5,844,229</b>	<b>5,765,645</b>	<b>2,476</b>	<b>76,109</b>	<b>99%</b>
<b>City General Fund Other Expenditures</b>					
Automotive Admin Chg	1,485	1,485	-	-	100%
Software Licenses	-	4,433	-	(4,433)	
Build. Maint. Chg	313,881	313,881	-	-	100%
Gas and Electricity	919,801	1,003,041	-	(83,240)	109%
General Liab. Assess	62,387	62,387	-	-	100%
Mail & Delivery Svcs	10,949	10,949	-	-	100%
Motor Fuel and Lub.	23,581	21,378	-	2,203	91%
Rent of City Equip. (Vehicle Replacement Fund)	31,182	31,182	-	-	100%
Water and Sewer	207,224	249,923	-	(42,699)	121%
Workers Comp Assess	56,908	56,908	-	-	100%
Registrations, Renewals	-	117	-	(117)	
<b>Total General Fund Other Expenditures</b>	<b>1,627,398</b>	<b>1,755,684</b>	<b>-</b>	<b>(128,286)</b>	<b>108%</b>
<b>City General Fund Scheduled Line Items</b>					
CAP Admin Cost-Dir	-	3,634	-	(3,634)	
CAP Admin Cost-Indir	-	1,689	-	(1,689)	
Cell Phone Services	6,599	6,680	-	(81)	101%
Communications Radio	585	95	-	490	16%
Interfnd Transf Out	138,106	138,106	-	0	100%
IT Assessment Fee	2,481,059	2,481,059	-	-	100%
Procurement Fee	153,685	153,685	-	-	100%
Wireless Data Communications	6,419	1,254	-	5,165	20%
<b>Total General Fund Scheduled Line Items</b>	<b>2,786,453</b>	<b>2,786,201</b>	<b>-</b>	<b>252</b>	<b>100%</b>
<b>City General Fund Capital Outlay</b>					
Cap<5000 - Comp Equ.	78,430	67,723	-	10,707	86%
Cap<5000 - Other Imp	-	27,564	-	(27,564)	
Cap<5000 - Furn & Fix	461,350	412,326	-	49,024	89%
Cap<5000 - M&E Other	-	17,047	-	(17,047)	
Cap<5000 - PC Replct	195,156	165,605	-	29,551	85%
<b>Total General Fund Capital Outlay</b>	<b>734,936</b>	<b>690,265</b>	<b>-</b>	<b>44,671</b>	<b>94%</b>
<b>Total City General Fund</b>	<b>42,155,941</b>	<b>41,799,310</b>	<b>80,632</b>	<b>275,998</b>	<b>99%</b>
<b>Major Gifts</b>					
Friends of the Library	50,000	31,436	3,840	14,724	71%
Library Foundation	225,559	62,934	100,258	62,367	72%
<b>Total Major Gifts</b>	<b>275,559</b>	<b>94,370</b>	<b>104,098</b>	<b>77,091</b>	<b>72%</b>

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