

**San Antonio Public Library  
Monthly Operating Statement  
October 1, 2019 to October 31, 2019  
Percent of FY Elapsed: 8%**

	Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2020	FY 2020	FY 2020	FY 2020	FY 2020
<b>City General Fund--Personnel Services</b>					
Car Exp Allowance	18,000	1,500	-	16,500	8%
Cell Phone Allowance	2,520	-	-	2,520	0%
Cell Phone Reimburse	3,600	660	-	2,940	18%
Civil Actv Healthcr	2,492,541	207,712	-	2,284,829	8%
Def Comp-Executives	21,245	-	-	21,245	0%
FICA & Medicare Exp	1,510,090	120,215	-	1,389,875	8%
Language Skill Pay	33,600	3,300	-	30,300	10%
Life Insurance	16,186	933	-	15,253	6%
Overtime Salaries	1,737	-	-	1,737	0%
Pers Leave Buy Back	199,688	-	-	199,688	0%
Regular Salaries	19,688,988	1,635,915	-	18,053,073	8%
Reserve COLA	325,725	-	-	325,725	0%
Reserve Performance Pay	267,964	-	-	267,964	0%
Retiree Hlth Assess	424,439	35,370	-	389,069	8%
Retiree Payout Sal	-	4,021	-	(4,021)	
Retirement Exp	1,926,362	161,731	-	1,764,631	8%
Salary Turnover Targ	(900,977)	-	-	(900,977)	0%
Shift Differential	19,300	1,717	-	17,583	9%
Temp FICA & Medicare	-	63	-	(63)	
Temporary Salaries	-	806	-	(806)	
<b>Total General Fund Personal Services</b>	<b>26,051,008</b>	<b>2,173,942</b>	<b>-</b>	<b>23,877,066</b>	<b>8%</b>
<b>City General Fund--Contractual Services</b>					
Adv and Publications	11,450	3,353	-	8,097	29%
Alarm and Sec. Serv.	65,055	1,788	-	63,267	3%
Binding & Printing	52,585	1,189	471	50,926	3%
Cleaning Services	1,139,245	102,424	1,089,383	(52,562)	105%
Computer Software Maint.	666,315	469,297	10,785	186,233	72%
Contractual Services	924,763	17,749	692,780	214,234	77%
Construction Cost	-	-	21,587	(21,587)	
Credit Card Fees	24,000	1,747	-	22,253	7%
Education - Classes	3,623	-	-	3,623	0%
Fees to Prof Contr.	724,828	85,682	-	639,146	12%
Disposal Services	-	33	-	(33)	
Freight and Storage	31,817	2,852	2,838	26,127	18%
Mail and Parcel Post	14,526	-	-	14,526	0%
Maint - Buildings	924,671	81,103	676,591	166,978	82%
Maint & Rep - Cmrc	3,393	68	-	3,325	2%
Maint. - M&E	40,420	11,529	5,551	23,340	42%
Maint.- Repair Auto	12,595	2,336	-	10,259	19%
Membership Dues	15,300	-	-	15,300	0%
Other Contract Svcs	23,000	-	-	23,000	0%
Participation-Booth Fees	-	490	-	(490)	
Public Copy/Print	306,218	13,649	841	291,728	5%
Rental of Equipment	5,000	-	-	5,000	0%
Rental Office Equipment	9,000	-	-	9,000	0%
Subscriptions to Computer Svcs	70,000	13,154	-	56,846	19%
Temporary Services	123,262	16,258	66,856	40,148	67%
Transportation Fees	89,485	6,949	-	82,536	8%
Travel-Official	1,000	1	-	999	0%
<b>Total General Fund Contractual Services</b>	<b>5,281,551</b>	<b>831,650</b>	<b>2,567,683</b>	<b>1,882,218</b>	<b>64%</b>
<b>City General Fund--Commodities</b>					
Clothing and Linen	6,092	540	10,091	(4,539)	175%

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

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Computer Software	63,300	-	84	63,216	0%
Expense Allowance	1,000	-	-	1,000	0%
Food	-	326	-	(326)	
Janitorial Supplies	36,452	4,425	600	31,427	14%
Library Materials	222,257	518	8,954	212,785	4%
Library Resources	5,192,944	573,632	112,717	4,506,595	13%
M&R Material Bldg/Imp	60,854	780	7,284	52,790	13%
M&R Material Mach/Eq	28,608	34	1,786	26,788	6%
M&R Parts Automotive	7,741	574	-	7,167	7%
Office Supplies	135,877	5,947	1,257	128,672	5%
Other Commodities	53,000	345	810	51,845	2%
<b>Total General Fund Commodities</b>	<b>5,808,125</b>	<b>587,122</b>	<b>143,584</b>	<b>5,077,419</b>	<b>13%</b>
<b>City General Fund Other Expenditures</b>					
Automotive Admin Chg	1,551	129	-	1,422	8%
Build. Maint. Chg	253,152	21,096	-	232,056	8%
Gas and Electricity	1,038,159	88,061	-	950,098	8%
General Liab. Assess	62,994	5,250	-	57,745	8%
Mail & Delivery Svcs	9,973	831	-	9,142	8%
Unemploy Comp Assess	542	-	-	542	0%
Motor Fuel and Lub.	23,494	1,880	-	21,614	8%
Rent of City Equip. (Vehicle Replacement Fund)	108,584	9,049	-	99,535	8%
Water and Sewer	298,773	23,237	-	275,537	8%
Workers Comp Assess	60,238	5,020	-	55,218	8%
<b>Total General Fund Other Expenditures</b>	<b>1,857,460</b>	<b>154,552</b>	<b>-</b>	<b>1,702,908</b>	<b>8%</b>
<b>City General Fund Scheduled Line Items</b>					
Cell Phone Services	7,227	154	-	7,073	2%
Communications Radio	-	2	-	(2)	
Interfnd Transf Out	138,106	-	-	138,106	0%
IT Assessment Fee	2,629,923	219,160	-	2,410,763	8%
Procurement Fee	164,767	13,731	-	151,036	8%
Wireless Data Communications	3,000	-	-	3,000	0%
<b>Total General Fund Scheduled Line Items</b>	<b>2,943,023</b>	<b>233,047</b>	<b>-</b>	<b>2,709,976</b>	<b>8%</b>
<b>City General Fund Capital Outlay</b>					
Cap<5000 - Comp Equ.	27,700	2,016	300	25,384	8%
Cap<5000 - Furn & Fix	195,650	-	-	195,650	0%
Cap<5000 - Mach & Eq Other	6,550	-	-	6,550	0%
Cap<5000 - PC Replct	659,091	-	-	659,091	0%
Cap>5000 - Mach & Eq	30,657	-	-	30,657	0%
<b>Total General Fund Capital Outlay</b>	<b>919,648</b>	<b>2,016</b>	<b>300</b>	<b>917,332</b>	<b>0%</b>
<b>Total City General Fund</b>	<b>42,860,815</b>	<b>3,982,330</b>	<b>2,711,566</b>	<b>36,166,918</b>	<b>16%</b>
<b>Major Gifts</b>					
Friends of the Library	50,000	47,155	1,769	1,076	98%
Library Foundation	225,559	155,660	55,798	14,101	94%
<b>Total Major Gifts</b>	<b>275,559</b>	<b>202,815</b>	<b>57,567</b>	<b>15,178</b>	<b>94%</b>

# Library General Fund % Spent

FY17 Budget \$39.8M, FY18 \$40.4M, FY19 \$42.1M & FY20 \$42.8M

