

**San Antonio Public Library**  
**Monthly Operating Statement**  
**October 1, 2021 to December 31, 2021**  
**Percent of FY Elapsed: 25%**

	APPROVED Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022
<b>City General Fund--Personnel Services</b>					
Car Exp Allowance	18,000	4,500	-	13,500	25%
Cell Phone Reimburse	4,200	750	-	3,450	18%
Civ Cloth/Boot Allowance	-	2,425	-	(2,425)	
Civil Actv Healthcr	3,032,742	758,185	-	2,274,557	25%
Def Comp-Executives	20,413	-	-	20,413	0%
FICA & Medicare Exp	1,532,921	381,903	-	1,151,018	25%
Language Skill Pay	36,600	8,700	-	27,900	24%
Life Insurance	16,386	2,791	-	13,595	17%
Overtime Salaries	1,737	(773)	-	2,510	-44%
Pers Leave Buy Back	199,688	348,164	-	(148,476)	174%
Regular Salaries	20,039,352	4,801,145	-	15,238,207	24%
Reserve COLA	1,170,716	-	-	1,170,716	0%
Retiree Hlth Assess	336,503	84,126	-	252,377	25%
Retiree Payout Sal	-	34,948	-	(34,948)	
Retirement Exp	2,034,501	552,604	-	1,481,897	27%
Salary Turnover Targ	(861,002)	-	-	(861,002)	0%
Shift Differential	19,300	11,114	-	8,186	58%
Temp FICA & Medicare	-	255	-	(255)	
Temporary Salaries	-	2,884	-	(2,884)	
Transportation Allowance	-	65	-	(65)	
<b>Total General Fund Personal Services</b>	<b>27,602,057</b>	<b>6,993,787</b>	<b>-</b>	<b>20,608,270</b>	<b>25%</b>
<b>City General Fund--Contractual Services</b>					
Adv and Publications	11,450	4,515	-	6,935	39%
Alarm and Sec. Serv.	92,287	21,632	6,457	64,198	30%
Binding & Printing	52,585	7,707	6,928	37,951	28%
Cleaning Services	1,239,747	286,850	-	952,897	23%
Computer Software Maint.	521,604	338,179	-	183,425	65%
Contractual Services	943,903	183,312	531,963	228,627	76%
Credit Card Fees	24,000	2,691	-	21,309	11%
Disposal Services	-	1,124	-	(1,124)	
Education - Classes	3,623	-	-	3,623	0%
Fees to Prof Contr.	924,828	248,744	-	676,084	27%
Freight and Storage	31,817	6,272	-	25,545	20%
Mail and Parcel Post	14,526	-	-	14,526	0%
Maint - Buildings	963,335	267,041	574,074	122,220	87%
Maint & Rep - Cmrcl	3,393	2,120	-	1,273	62%
Maint. - M&E	40,420	4,137	16,804	19,479	52%
Maint.- Repair Auto	12,595	2,247	-	10,348	18%
Membership Dues	15,300	800	-	14,500	5%
Other Contract Svcs	23,000	-	-	23,000	0%
Participation-Booth Fees	-	500	-	(500)	
Public Copy/Print	306,218	62,202	2,311	241,705	21%
Rental of Equipment	5,000	188	-	4,813	4%
Rental Office Equipment	9,000	2,701	-	6,299	30%
Subscriptions to Computer Svcs	297,711	210,628	5,092	81,991	72%
Temporary Services	123,262	13,443	4,984	104,834	15%
Transportation Fees	89,485	20,618	-	68,867	23%
Travel-Official	1,000	22	-	978	2%
<b>Total General Fund Contractual Services</b>	<b>5,750,089</b>	<b>1,687,673</b>	<b>1,148,614</b>	<b>2,913,802</b>	<b>49%</b>
<b>City General Fund--Commodities</b>					
Clothing and Linen	6,092	4,392	4,528	(2,828)	146%
Computer Software	18,300	-	-	18,300	0%
Expense Allowance	1,000	-	-	1,000	0%
Food	-	1,622	-	(1,622)	

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	APPROVED Budget	Expended to Date	Encumbered to Date	Remaining Budget	% Spent to Date*
	FY 2022	FY 2022	FY 2022	FY 2022	FY 2022
Janitorial Supplies	36,452	3,649	968	31,835	13%
Library Materials	184,257	627	8,640	174,990	5%
Library Resources	5,192,944	1,219,081	305,018	3,668,845	29%
M&R Material Bldg/Imp	60,854	8,319	2,619	49,915	18%
M&R Material Mach/Eq	28,608	-	-	28,608	0%
M&R Parts Automotive	7,741	1,014	-	6,727	13%
Office Supplies	135,877	20,158	1,796	113,923	16%
Other Commodities	53,000	4,520	7,810	40,670	23%
Tools & Apparatus	-	68	-	(68)	
<b>Total General Fund Commodities</b>	<b>5,725,125</b>	<b>1,263,450</b>	<b>331,380</b>	<b>4,130,295</b>	<b>28%</b>
<b>City General Fund Other Expenditures</b>					
Automotive Admin Chg	1,584	396	-	1,188	25%
Build. Maint. Chg	262,354	65,588	-	196,766	25%
Gas and Electricity	1,203,500	254,175	-	949,325	21%
General Liab. Assess	287,713	71,928	-	215,785	25%
Mail & Delivery Svcs	11,822	2,956	-	8,866	25%
Unemploy Comp Assess	1,404	351	-	1,053	25%
Motor Fuel and Lub.	21,140	6,425	-	14,715	30%
Rent of City Equip. (Vehicle Replacement Fund)	40,125	10,031	-	30,094	25%
Water and Sewer	326,900	62,308	-	264,592	19%
Workers Comp Assess	78,806	19,702	-	59,104	25%
<b>Total General Fund Other Expenditures</b>	<b>2,235,348</b>	<b>493,860</b>	<b>-</b>	<b>1,741,488</b>	<b>22%</b>
<b>City General Fund Scheduled Line Items</b>					
Cell Phone Services	22,887	4,315	-	18,572	19%
Communications Radio	874	539	-	335	62%
Interfnd Transf Out	138,106	34,526	-	103,580	25%
IT Assessment Fee	2,075,601	518,900	-	1,556,701	25%
Procurement Fee	138,743	34,686	-	104,057	25%
Wireless Data Communications	5,284	459	-	4,825	9%
<b>Total General Fund Scheduled Line Items</b>	<b>2,381,495</b>	<b>593,426</b>	<b>-</b>	<b>1,788,069</b>	<b>25%</b>
<b>City General Fund Capital Outlay</b>					
Cap<5000 - Comp Equ.	30,440	-	506	29,934	2%
Cap<5000 - Furn & Fix	168,950	-	29,788	139,162	18%
Cap<5000 - M&E Other	9,100	607	-	8,493	7%
Cap<5000 - PC Replct	313,000	-	-	313,000	0%
Computer (BudgetOnly)	6,000	-	-	6,000	0%
M&E (Budget Only)	14,000	-	-	14,000	0%
<b>Total General Fund Capital Outlay</b>	<b>541,490</b>	<b>607</b>	<b>30,294</b>	<b>510,589</b>	<b>6%</b>
<b>Total City General Fund</b>	<b>44,235,604</b>	<b>11,032,803</b>	<b>1,510,288</b>	<b>31,692,514</b>	<b>28%</b>
<b>2021 Major Gifts</b>					
Friends of the Library	10,000	8,772	1,228	(0)	100%
Library Foundation	233,490	147,918	78,364	7,209	97%
Library Foundation - FY20 Carryforward	20,802	14,104	6,698	0	100%
<b>Total Major Gifts</b>	<b>264,292</b>	<b>170,794</b>	<b>86,290</b>	<b>7,208</b>	<b>97%</b>