



FINANCE DIRECTOR REPORT

Reporting Period: March 2022

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The 2022 budget is a little tighter this year and everyone's proactively working to not to spend unnecessarily.

Our new cashier is adjusting well and we've got a great team of people in the Finance Department. There's nothing new to report, we're just busy as usual.



FOR PERIOD FROM: February 1, 2022 TO February 28, 2022

FUND 101 MAYOR & COUNCIL

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
REVENUES							
EXPENSES							
LABOR							
51100 Clerical Hours	2,100	450	12,600	810	0	11,790	6 %
51300 Laborer Hours	0	0	0	(9)	0	9	%
TOTAL LABOR ----->	2,100	450	12,600	801	0	11,799	6 %
LABOR BURDEN							
51500 SBS	0	28	0	50	0	(50)	%
51501 Labor Burden (budget only)	620	0	3,727	0	0	3,727	%
51510 PERS	0	20	0	50	0	(50)	%
51540 Medicare Hospital Insurance	0	7	0	12	0	(12)	%
TOTAL LABOR BURDEN----->	620	55	3,727	112	0	3,615	3 %
COST OF GOODS SOLD							
OPERATING EXPENSES							
53450 Gasoline	82	0	500	0	0	500	%
53890 Internal Heating Oil	100	0	600	0	0	600	%
53920 Internal Refuse Expense	558	0	3,353	0	0	3,353	%
TOTAL OPERATING EXPENSES----->	740	0	4,453	0	0	4,453	%
CONSTRUCTION/PROJECTS							
GENERAL & ADMINISTRATION							
55100 Telephone/Communications	200	218	1,204	238	0	966	20 %
55130 Postage	4	0	25	0	0	25	%
55160 Office Supplies	4	0	30	0	0	30	%
55220 Dues/Subscriptions	2,224	883	13,353	1,047	80	12,226	8 %
55580 Meeting and Special Events	1,666	51	10,000	51	0	9,949	1 %
55700 Contributions	0	0	0	300	0	(300)	%
TOTAL GENERAL & ADMINISTRATION----->	4,098	1,152	24,612	1,636	80	22,896	7 %
DEBT PAYMENTS							
CAPITAL IMPROVEMENTS							

CITY OF SAINT PAUL
BUDGET ANALYSIS SUMMARY

FOR PERIOD FROM: February 1, 2022 TO February 28, 2022

FUND 101 MAYOR & COUNCIL

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
TOTAL EXPENSES----->	7,558	1,657	45,392	2,549	80	42,763	6 %
NET SURPLUS/(DEFICIT)	(7,558)	(1,657)	(45,392)	(2,549)	(80)	(42,763)	6 %

FOR PERIOD FROM: February 1, 2022 TO February 28, 2022

F110 - CITY CLERK DEPARTMENT

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
REVENUES							
EXPENSES							
LABOR							
51000 Department Head Salary	0	6,583	0	10,712	0	(10,712)	%
51100 Clerical Hours	21,430	1,921	128,589	4,357	0	124,232	3 %
51300 Laborer Hours	0	0	0	(982)	0	982	%
51360 Sick Pay	0	169	0	952	0	(952)	%
51370 Vacation Pay	0	627	0	1,303	0	(1,303)	%
51380 Holiday Pay	0	0	0	1,455	0	(1,455)	%
TOTAL LABOR ----->	21,430	9,300	128,589	17,797	0	110,792	14 %
LABOR BURDEN							
51500 SBS	0	570	0	1,151	0	(1,151)	%
51501 Labor Burden (budget only)	8,386	0	50,312	0	0	50,312	%
51510 PERS	0	2,046	0	4,131	0	(4,131)	%
51520 Esc	0	99	0	201	0	(201)	%
51530 Worker's Comp	0	44	0	86	0	(86)	%
51540 Medicare Hospital Insurance	0	135	0	272	0	(272)	%
51580 Medical Insurance	0	908	0	807	0	(807)	%
51590 Life Insurance	0	13	0	40	0	(40)	%
TOTAL LABOR BURDEN----->	8,386	3,815	50,312	6,688	0	43,624	13 %
COST OF GOODS SOLD							
OPERATING EXPENSES							
53450 Gasoline	40	0	250	0	0	250	%
53540 Vehicle Maintenance	24	0	150	0	983	(833)	655 %
53810 Radio/Computers/Electrnc Equip	350	0	2,100	0	2,681	(581)	128 %
53920 Internal Refuse Expense	26	0	166	66	0	100	40 %
TOTAL OPERATING EXPENSES----->	440	0	2,666	66	3,664	(1,064)	140 %
CONSTRUCTION/PROJECTS							
GENERAL & ADMINISTRATION							
55100 Telephone/Communications	120	223	720	263	0	457	37 %
55130 Postage	8	2	50	2	0	48	4 %
55160 Office Supplies	12	0	80	0	0	80	%
55220 Dues/Subscriptions	618	192	3,709	294	96	3,319	11 %

CITY OF SAINT PAUL
BUDGET ANALYSIS SUMMARY

FOR PERIOD FROM: February 1, 2022 TO February 28, 2022

F110 - CITY CLERK DEPARTMENT

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
55310 Insurance	84	0	504	0	0	504	%
55670 Lease Expense	44	11	264	25	0	239	9 %
TOTAL GENERAL & ADMINISTRATION----->	886	428	5,327	584	96	4,647	13 %
DEBT PAYMENTS							
CAPITAL IMPROVEMENTS							
TOTAL EXPENSES----->	31,142	13,543	186,894	25,135	3,760	157,999	15 %
NET SURPLUS/(DEFICIT)	(31,142)	(13,543)	(186,894)	(25,135)	(3,760)	(157,999)	15 %

FOR PERIOD FROM: February 1, 2022 TO February 28, 2022

F116 - HOUSING DEPARTMENT

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
GENERAL & ADMINISTRATION							
55100 Telephone/Communications	1,202	0	7,212	0	0	7,212	%
55130 Postage	82	0	500	0	0	500	%
55180 Furniture/Appliances < \$5K	182	0	1,100	0	0	1,100	%
55220 Dues/Subscriptions	1,602	902	9,613	1,804	0	7,809	19 %
55310 Insurance	3,544	0	21,272	0	0	21,272	%
55400 Travel/Per Diem	0	1,163	0	1,163	0	(1,163)	%
55670 Lease Expense	44	11	264	25	0	239	9 %
TOTAL GENERAL & ADMINISTRATION----->	6,656	2,076	39,961	2,992	0	36,969	7 %
DEBT PAYMENTS							
CAPITAL IMPROVEMENTS							
TOTAL EXPENSES----->	20,412	10,762	122,551	15,187	7,426	99,938	18 %
NET SURPLUS/(DEFICIT)	(20,412)	(10,762)	(122,551)	(15,193)	(7,426)	(99,932)	18 %

FOR PERIOD FROM: February 1, 2022 TO February 28, 2022

F120 - FINANCE DEPARTMENT

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
REVENUES							
EXPENSES							
LABOR							
51000 Department Head Salary	0	7,127	0	11,972	0	(11,972)	%
51100 Clerical Hours	38,412	10,826	230,477	21,219	0	209,258	9 %
51300 Laborer Hours	0	0	0	(2,335)	0	2,335	%
51360 Sick Pay	0	274	0	1,002	0	(1,002)	%
51370 Vacation Pay	0	1,662	0	3,603	0	(3,603)	%
51380 Holiday Pay	0	0	0	2,527	0	(2,527)	%
51390 Overtime Pay	0	7	0	7	0	(7)	%
51430 Medical Insurance Opt Out	0	1,050	0	1,950	0	(1,950)	%
TOTAL LABOR ----->	38,412	20,946	230,477	39,945	0	190,532	17 %
LABOR BURDEN							
51500 SBS	0	1,284	0	2,591	0	(2,591)	%
51501 Labor Burden (budget only)	11,352	0	68,117	0	0	68,117	%
51510 PERS	0	4,047	0	8,386	0	(8,386)	%
51520 Esc	0	209	0	423	0	(423)	%
51530 Worker's Comp	0	178	0	314	0	(314)	%
51540 Medicare Hospital Insurance	0	304	0	613	0	(613)	%
51580 Medical Insurance	0	0	0	(1,009)	0	1,009	%
51590 Life Insurance	0	26	0	79	0	(79)	%
TOTAL LABOR BURDEN----->	11,352	6,048	68,117	11,397	0	56,720	17 %
COST OF GOODS SOLD							
OPERATING EXPENSES							
53390 Operating Supplies	82	0	500	0	0	500	%
53450 Gasoline	66	0	400	0	0	400	%
53520 Shipping & Air Freight	50	0	300	0	0	300	%
53540 Vehicle Maintenance	30	0	180	0	12	168	7 %
53810 Radio/Computers/Elctrnc Equip	100	0	600	0	0	600	%
53920 Internal Refuse Expense	26	0	166	66	0	100	40 %
TOTAL OPERATING EXPENSES----->	354	0	2,146	66	12	2,068	4 %
CONSTRUCTION/PROJECTS							
GENERAL & ADMINISTRATION							