



CITY OF
Saint Paul
ALASKA

FINANCE DIRECTOR REPORT

Reporting Period: February 2022

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December and January, businesses were submitting their 2022 sales tax registrations.

In December the final report was submitted for the Coronavirus Relief Grant.

Our cashier position is once again vacant, and our new hire, Andrew Fratis will begin working this week.

Our engagement letter with Altman Rogers & Co., was signed last week for our 2021 audit.



FOR PERIOD FROM: January 1, 2022 TO January 31, 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	1,050	360	12,600	360	0	12,240	3 %
51300 Laborer Hours	0	(9)	0	(9)	0	9	%
TOTAL LABOR ----->	1,050	351	12,600	351	0	12,249	3 %
LABOR BURDEN							
51500 SBS	0	22	0	22	0	(22)	%
51501 Labor Burden (budget only)	310	0	3,727	0	0	3,727	%
51510 PERS	0	30	0	30	0	(30)	%
51540 Medicare Hospital Insurance	0	5	0	5	0	(5)	%
TOTAL LABOR BURDEN----->	310	57	3,727	57	0	3,670	2 %
COST OF GOODS SOLD							
OPERATING EXPENSES							
53450 Gasoline	41	0	500	0	0	500	%
53890 Internal Heating Oil	50	0	600	0	0	600	%
53920 Internal Refuse Expense	279	0	3,353	0	0	3,353	%
TOTAL OPERATING EXPENSES----->	370	0	4,453	0	0	4,453	%
CONSTRUCTION/PROJECTS							
GENERAL & ADMINISTRATION							
55100 Telephone/Communications	100	20	1,204	20	0	1,184	2 %
55130 Postage	2	0	25	0	0	25	%
55160 Office Supplies	2	0	30	0	0	30	%
55220 Dues/Subscriptions	1,112	164	13,353	164	79	13,110	2 %
55580 Meeting and Special Events	833	0	10,000	0	51	9,949	1 %
TOTAL GENERAL & ADMINISTRATION----->	2,049	184	24,612	184	130	24,298	1 %
DEBT PAYMENTS							
CAPITAL IMPROVEMENTS							

CITY OF SAINT PAUL
BUDGET ANALYSIS SUMMARY

FOR PERIOD FROM: January 1, 2022 TO January 31, 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----->	3,779	592	45,392	592	130	44,670	2 %
NET SURPLUS/(DEFICIT)	(3,779)	(592)	(45,392)	(592)	(130)	(44,670)	2 %

FOR PERIOD FROM: January 1, 2022 TO January 31, 2022

FUND 102 NON DEPARTMENTAL FUND

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
REVENUES							
40140 Permits	83	0	1,000	0	0	1,000	%
40150 Sales Tax Registration	133	13,357	1,600	13,357	0	(11,757)	835 %
40160 Sales Tax	32,083	16,889	385,000	16,889	0	368,111	4 %
40170 Fish Tax	47,563	6	570,760	6	0	570,754	%
40180 Remote Seller Sales Tax	833	2,892	10,000	2,892	0	7,108	29 %
40190 State Liquor Revenue Sharing	333	0	4,000	0	0	4,000	%
40250 State Revenue Sharing	4,550	0	54,600	0	0	54,600	%
40310 State Fisheries Revenue Sharing	132,570	0	1,590,848	0	0	1,590,848	%
40320 Fisheries Landing Tax	150	0	1,800	0	0	1,800	%
40340 Federal Grants	0	20	0	20	0	(20)	%
40370 Fed Revenue Sharing-PILT	6,333	0	76,000	0	0	76,000	%
40380 Housing Revenue	5,833	0	70,000	0	0	70,000	%
40390 Building Rental Revenue	291	100	3,500	100	0	3,400	3 %
40420 Interest on Accounts (A/R)	208	0	2,500	0	0	2,500	%
40430 Finance Department	208	60	2,500	60	0	2,440	2 %
40440 Administrative Allocation	49,347	0	592,164	0	0	592,164	%
40460 Interest/Investment Income	10,000	0	120,000	0	0	120,000	%
40480 Lease Revenues	132	0	1,584	0	0	1,584	%
40530 Rental Revenues	291	0	3,500	0	0	3,500	%
41180 Supplies/Merchandise Sold Revenue	291	32	3,500	32	0	3,468	1 %
41330 Miscellaneous Revenue	17,767	0	213,209	0	0	213,209	%
41340 Internal Lumber/Materials Revenue	133	0	1,600	0	0	1,600	%
TOTAL REVENUES ----->	309,132	33,356	3,709,665	33,356	0	3,676,309	1 %
EXPENSES							
LABOR							
LABOR BURDEN							
COST OF GOODS SOLD							
OPERATING EXPENSES							
53520 Shipping & Air Freight	1	0	20	0	0	20	%
53740 Kits/Sample Testing	8	0	100	0	116	(16)	116 %
TOTAL OPERATING EXPENSES----->	9	0	120	0	116	4	97 %
CONSTRUCTION/PROJECTS							

FOR PERIOD FROM: January 1, 2022 TO January 31, 2022

FUND 102 NON DEPARTMENTAL FUND

	YEAR TO DATE BUDGET	THIS MONTH'S ACTUAL	ANNUAL BUDGET	YEAR TO DATE ACTUAL	ENCUMBRANCES	REMAINING BUDGET	% BUDG USED
GENERAL & ADMINISTRATION							
55100 Telephone/Communications	50	10	600	10	0	590	2 %
55220 Dues/Subscriptions	3,009	3,878	36,111	3,878	0	32,233	11 %
55310 Insurance	5,034	0	60,418	0	0	60,418	%
55820 Consulting Services	7,738	5,350	92,864	5,350	0	87,514	6 %
55940 Collection Expense	8	0	100	0	0	100	%
TOTAL GENERAL & ADMINISTRATION----->	15,839	9,238	190,093	9,238	0	180,855	5 %
DEBT PAYMENTS							
CAPITAL IMPROVEMENTS							
TOTAL EXPENSES----->	15,848	9,238	190,213	9,238	116	180,859	5 %
NET SURPLUS/(DEFICIT)	293,284	24,118	3,519,452	24,118	(116)	3,495,450	1 %

FOR PERIOD FROM: January 1, 2022 TO January 31, 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	4,129	0	4,129	0	(4,129)	%
51100 Clerical Hours	10,715	2,436	128,589	2,436	0	126,153	2 %
51300 Laborer Hours	0	(982)	0	(982)	0	982	%
51360 Sick Pay	0	783	0	783	0	(783)	%
51370 Vacation Pay	0	675	0	675	0	(675)	%
51380 Holiday Pay	0	1,455	0	1,455	0	(1,455)	%
TOTAL LABOR ----->	10,715	8,496	128,589	8,496	0	120,093	7 %
LABOR BURDEN							
51500 SBS	0	581	0	581	0	(581)	%
51501 Labor Burden (budget only)	4,193	0	50,312	0	0	50,312	%
51510 PERS	0	2,085	0	2,085	0	(2,085)	%
51520 Esc	0	102	0	102	0	(102)	%
51530 Worker's Comp	0	42	0	42	0	(42)	%
51540 Medicare Hospital Insurance	0	137	0	137	0	(137)	%
51580 Medical Insurance	0	(101)	0	(101)	0	101	%
51590 Life Insurance	0	26	0	26	0	(26)	%
TOTAL LABOR BURDEN----->	4,193	2,872	50,312	2,872	0	47,440	6 %
COST OF GOODS SOLD							
OPERATING EXPENSES							
53450 Gasoline	20	0	250	0	0	250	%
53540 Vehicle Maintenance	12	0	150	0	0	150	%
53810 Radio/Computers/Electrnc Equip	175	0	2,100	0	0	2,100	%
53920 Internal Refuse Expense	13	0	166	0	0	166	%
TOTAL OPERATING EXPENSES----->	220	0	2,666	0	0	2,666	%
CONSTRUCTION/PROJECTS							
GENERAL & ADMINISTRATION							
55100 Telephone/Communications	60	40	720	40	0	680	6 %
55130 Postage	4	0	50	0	0	50	%
55160 Office Supplies	6	0	80	0	0	80	%
55220 Dues/Subscriptions	309	102	3,709	102	21	3,586	3 %

CITY OF SAINT PAUL
BUDGET ANALYSIS SUMMARY

FOR PERIOD FROM: January 1, 2022 TO January 31, 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	42	0	504	0	0	504	0 %
55670 Lease Expense	22	13	264	13	0	251	5 %
TOTAL GENERAL & ADMINISTRATION----->	443	155	5,327	155	21	5,151	3 %
DEBT PAYMENTS							
CAPITAL IMPROVEMENTS							
TOTAL EXPENSES----->	15,571	11,523	186,894	11,523	21	175,350	6 %
NET SURPLUS/(DEFICIT)	(15,571)	(11,523)	(186,894)	(11,523)	(21)	(175,350)	6 %

FOR PERIOD FROM: January 1, 2022 TO January 31, 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	601	0	7,212	0	0	7,212	%
55130 Postage	41	0	500	0	0	500	%
55180 Furniture/Appliances < \$5K	91	0	1,100	0	0	1,100	%
55220 Dues/Subscriptions	801	902	9,613	902	0	8,711	9 %
55310 Insurance	1,772	0	21,272	0	0	21,272	%
55670 Lease Expense	22	13	264	13	0	251	5 %
TOTAL GENERAL & ADMINISTRATION----->	3,328	915	39,961	915	0	39,046	2 %
DEBT PAYMENTS							
CAPITAL IMPROVEMENTS							
TOTAL EXPENSES----->	10,206	1,801	122,551	1,801	2,197	118,553	3 %
NET SURPLUS/(DEFICIT)	(10,206)	(1,801)	(122,551)	(1,801)	(2,197)	(118,553)	3 %