

INFORMATION MEMORANDUM

NO. 95-04

DATE: January 10, 1995

TO: MAYOR JOHN C. STEIN

FROM: ERLING P. NELSON, CMC
FINANCE DIRECTOR

RE: UNFAVORABLE FY94 EMPLOYEE
BENEFITS BALANCE, FY94
AUDIT.

CC: CITY COUNCIL MEMBERS

DURING THE AUDIT PRESENTATION IN DECEMBER COUNCILMAN CHAPPEL ASKED WHY THE EMPLOYEE BENEFITS SECTION OF THE LIBRARY AUDIT WAS OVER BUDGET BY SUCH A LARGE AMOUNT.

DEAN RESEARCHED THE MATTER WITH THE AUDITORS & FOUND THE FOLLOWING OCCURRED DURING AGGREGATION OF THE NUMBERS.

1. \$1,942 SPECIAL SALARIES WAS NOT INCLUDED IN THE BUDGET COLUMN.
2. \$39,181 IN HEALTH INSURANCE WAS ADDED TO THE SALARIES BUDGET INSTEAD OF THE EMPLOYEE BENEFIT SECTION.
3. THIS CAUSED THE SALARIES SECTION TO APPEAR UNDER SPENT & THE EMPLOYEE BENEFITS SECTION TO BE OVERSPENT. THE CORRECT FIGURES ARE AS FOLLOWS:

EXPENDITURE	BUDGET FY94	ACTUAL	BAL. (OVER) UNDER
SALARIES	\$228,645	\$207,635.94	\$21,009
EMPLOYEE BENEFITS	\$84,476	\$81,720.73	\$2,756

BY USING THESE NEW NUMBERS AND FOLLOWING THRU THE PROCESS, THE BOTTOM LINE IS STILL A ZERO FUND BALANCE.

CITY OF WASILLA, ALASKA

LIBRARY FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

Year Ended June 30, 1994

	Budget	Actual	Adjustment to Budgetary Basis	Actual on Budgetary Basis	Variance Favorable (Unfavorable)
Revenues					
State of Alaska	\$ 8,033	\$ 8,033	\$	\$ 8,033	\$
Matanuska-Susitna Borough	120,126	120,126		120,126	
Library fines	4,200	5,936		5,936	1,736
Other	4,200	2,928		2,928	(1,272)
Total revenues	<u>136,559</u>	<u>137,023</u>		<u>137,023</u>	<u>464</u>
Expenditures					
Salaries	265,884 <i>228,645</i>	207,636		207,636	58,248 <i>28,007</i>
Employee benefits	45,295 <i>84,476</i>	81,720		81,720	(36,425) <i>2,756</i>
Communications	8,486	7,686		7,686	800
Utilities	5,685	6,708		6,708	(1,023)
Travel and continuing education	1,600	878		878	722
Contractual services	11,172	9,235		9,235	1,937
Insurance	6,452	5,343		5,343	1,109
Janitorial	5,600	5,400		5,400	200
Equipment maintenance and rental	3,000	409		409	2,591
Supplies	12,847	11,530	(1,287)	10,243	2,604
Fuel	1,365	986		986	379
Books, periodicals and audio visual	59,226	58,810	1,813	60,623	(1,397)
Administration	8,000	8,000		8,000	—
Building maintenance	20,400	20,584		20,584	(184)
Furniture and fixtures	1,827	10,104	(8,295)	1,809	18
Other	100	53		53	47
Total expenditures	456,939 <i>458,880</i>	<u>435,082</u>	<u>(7,769)</u>	<u>427,313</u>	29,626 <i>31,568</i>
Excess (deficiency) of revenues over expenditures	(320,380) <i>322,321</i>	(298,059)	7,769	(290,290)	30,090 <i>32,031</i>
Other financing sources					
Operating transfer in General Fund	<u>322,321</u>	<u>298,059</u>		<u>298,059</u>	<u>(24,262)</u>
Excess of revenues and other financing sources over expenditures	\$ 1,941		7,769	7,769	\$ 5,828 <i>7,769</i>
Fund balance, July 1			<u>3,171</u>	<u>3,171</u>	
Fund balance June 30		<u>\$ 10,940</u>	<u>\$ 10,940</u>	<u>\$ 10,940</u>	