



## **INFORMATIONAL MEMORANDUM**

**TO:** Finance Committee

**FROM:** Jay C. Wittwer, Fire Chief

**BY:** Jay C. Wittwer, Fire Chief

**CC:** Allan Ekberg, Mayor and David Cline, City Administrator

**DATE:** February 24, 2020

**SUBJECT:** 2020 Fire Department Budget Reporting Schedule

### **ISSUE**

The Fire Department is providing to the City Council information regarding the 2020 Budget Schedule reporting process.

### **BACKGROUND**

The Tukwila City Council has requested the Fire Department to report on a regular basis the progress with managing the 2020 Adopted Budget.

### **DISCUSSION**

The Fire Department is requesting feed-back from the City Council regarding the attached schedule:

Adopted Budget: The funding schedule s outlined in the attached report and is used as a basis.

Monthly reports: The attached schedule outlines January 2020 Fire Department expenditures.

Projections for 2020: The attached schedule provides prediction for expenditures using data from past years.

### **FINANCIAL IMPACT**

The schedule provided to City Council is focused on accountability and transparency, beyond the overall budget as outlined, there is no financial impact regarding this reporting process.

### **RECOMMENDATION**

Fire Department Staff is seeking Council input to the reporting process for the 2020 Adopted Budget.

### **ATTACHMENTS**

**Fire Budget Schedule**



### Fire Department S/B Dashboard

Paycheck #	Total Salary/Benefits			
	1	2	3	4
	Jan - 1	Jan - 2	Feb - 1	Feb - 2
2015	\$446,822	\$349,362	\$414,316	\$322,856
2016	\$462,572	\$339,206	\$433,641	\$332,018
2017	\$515,036	\$388,449	\$450,645	\$347,513
2018	\$474,868	\$362,838	\$462,686	\$343,546
2019	\$520,553	\$373,289	\$528,972	\$382,244
2020	\$530,117	\$394,710	\$513,854	N/A
				YTD (1-3)
				\$1,210,500
				\$1,235,420
				\$1,354,130
				\$1,300,392
				\$1,422,813
				\$1,438,682

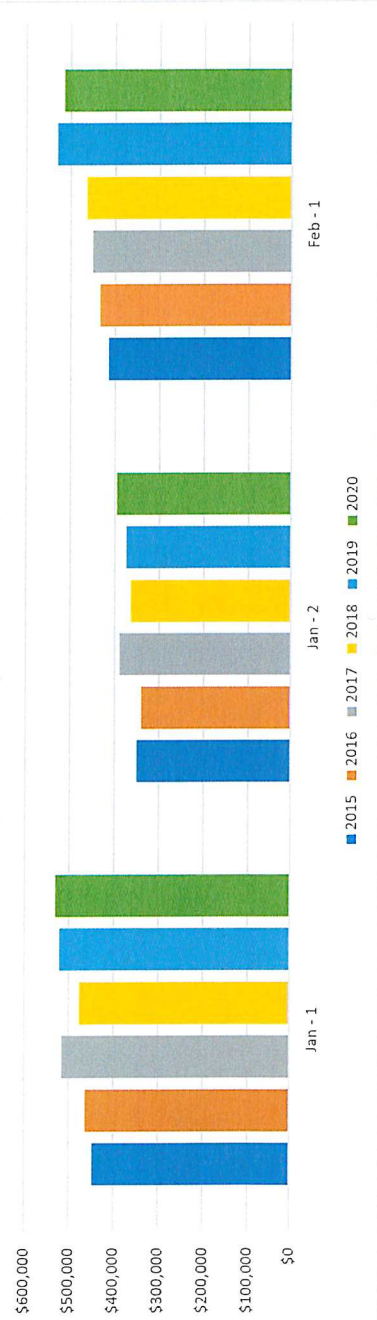
Paycheck #	Regular Wages			
	1	2	3	4
	Jan - 1	Jan - 2	Feb - 1	Feb - 2
2015	\$299,017	\$276,835	\$274,457	\$275,836
2016	\$314,562	\$291,146	\$288,915	\$289,575
2017	\$326,831	\$328,364	\$296,490	\$296,976
2018	\$320,096	\$300,106	\$297,176	\$295,338
2019	\$336,081	\$310,186	\$322,986	\$322,051
2020	\$356,624	\$324,006	\$325,269	N/A
				YTD (1-3)
				\$850,309
				\$894,622
				\$951,685
				\$917,378
				\$969,254
				\$1,005,898

Paycheck #	Benefits			
	1	2	3	4
	Jan - 1	Jan - 2	Feb - 1	Feb - 2
2015	\$123,529	\$31,588	\$122,879	\$28,207
2016	\$135,705	\$32,628	\$135,293	\$31,466
2017	\$149,698	\$34,760	\$144,849	\$31,816
2018	\$143,513	\$35,890	\$145,121	\$31,443
2019	\$150,426	\$39,908	\$154,969	\$35,868
2020	\$163,713	\$42,854	\$166,282	N/A
				YTD (1-3)
				\$277,996
				\$303,626
				\$329,307
				\$324,524
				\$345,303
				\$372,849

Paycheck #	Overtime			
	1	2	3	4
	Jan - 1	Jan - 2	Feb - 1	Feb - 2
2015	\$24,277	\$40,939	\$16,979	\$18,812
2016	\$12,306	\$15,432	\$9,433	\$10,977
2017	\$38,507	\$25,326	\$9,306	\$18,721
2018	\$11,259	\$26,842	\$20,389	\$16,765
2019	\$34,046	\$23,194	\$51,016	\$24,325
2020	\$9,781	\$27,849	\$22,304	N/A
				YTD (1-3)
				\$82,195
				\$37,171
				\$73,139
				\$58,491
				\$109,256
				\$59,934

Paycheck #	Sick \$			
	1	2	3	4
	Jan - 1	Jan - 2	Feb - 1	Feb - 2
2015	\$14,667	\$20,453	\$13,633	\$12,185
2016	\$16,652	\$21,194	\$27,227	\$18,605
2017	\$21,993	\$26,755	\$20,907	\$20,453
2018	\$27,563	\$26,813	\$27,731	\$25,781
2019	\$21,432	\$23,133	\$23,108	\$28,527
2020	\$27,275	\$23,083	\$17,950	N/A
				YTD (1-3)
				\$48,752
				\$65,073
				\$69,655
				\$82,107
				\$67,673
				\$68,308

Pay Period Comparison Total S/B \$



### Hour Type \$ by Paycheck

Short Hour Type	1/15/2020	1/31/2020	2/15/2020	YTD Total
Acting Pay	\$2,124	\$4,389	\$1,973	\$8,486
Adjustments	-\$110			-\$110
Admin Leave	\$5,524	\$5,570	\$6,076	\$17,169
Bereavement		\$2,061		\$2,061
Clothing Allowance	\$22,565			\$22,565
FICA	\$19,297	\$20,493	\$19,702	\$59,492
FMLA	\$512	\$492	\$483	\$1,487
Insurance	\$134,544	\$16,898	\$136,283	\$287,725
Kelly Day	\$23,099	\$27,623	\$25,991	\$76,713
Kelly/Sick/Vacation Payout	\$11,206			\$11,206
Longevity	\$9,783	\$9,845	\$9,845	\$29,472
Medicare	\$4,941	\$4,876	\$4,719	\$14,535
Overtime	\$9,781	\$27,849	\$22,304	\$59,934
Regular	\$225,125	\$217,799	\$219,340	\$662,263
Retirement Account	\$22,757	\$19,608	\$23,829	\$66,193
Sick	\$27,275	\$23,083	\$17,950	\$68,308
StandBy	\$1,528	\$1,396	\$1,529	\$4,453
Vacation	\$6,470	\$12,730	\$21,431	\$40,630
VEBA	\$3,700		\$2,400	\$6,100
Grand Total	\$530,117	\$394,710	\$513,854	\$1,438,682

**Overtime Hours '20 vs '19**  
2020

Overtime Category	1/15/2020	1/31/2020	YTD
Equipment Related	6		6
Explorers	3.5		3.5
FMO - Investigation	1	2.5	3.5
Meetings	36.5	30.25	66.75
Minimum Staffing	58	201.5	259.5
PS Bond	2	3.5	5.5
Reimbursed	21.5	61.25	82.75
Shift Extension	2	3.5	5.5
Training		84.5	84.5
	<b>130.5</b>	<b>387</b>	<b>517.5</b>

**Overtime \$ '20 vs '19**  
2020

Overtime Category	1/15/2020	1/31/2020	YTD
Equipment Related	\$408		\$408
Explorers	\$248		\$248
FMO - Investigation	\$104	\$247	\$352
Meetings	\$2,792	\$2,283	\$5,075
Minimum Staffing	\$3,745	\$14,375	\$18,120
PS Bond	\$138	\$261	\$399
Reimbursed	\$1,932	\$5,078	\$7,010
Shift Extension	\$115	\$246	\$361
Training		\$5,012	\$5,012
	<b>\$9,482</b>	<b>\$27,502</b>	<b>\$36,984</b>

2019

Overtime Category	1/15/2019	1/31/2019	YTD
Equipment Related	21	14.5	35.5
Explorers	2.5		2.5
FMO - Investigation		12	12
Meetings	5.75	14.5	20.25
Minimum Staffing	384.75	219	603.75
PS Bond		6	6
Reimbursed	59.5	52.5	112
Shift Extension	18.25	0.25	18.5
Training	51.25	28.5	79.75
	<b>543</b>	<b>347.25</b>	<b>890.25</b>

2019

Overtime Category	1/15/2019	1/31/2019	YTD
Equipment Related	\$1,151	\$903	\$2,054
Explorers	\$156		\$156
FMO - Investigation		\$1,021	\$1,021
Meetings	\$370	\$951	\$1,321
Minimum Staffing	\$23,327	\$13,568	\$36,896
PS Bond		\$565	\$565
Reimbursed	\$4,814	\$4,040	\$8,854
Shift Extension	\$1,150	\$16	\$1,165
Training	\$3,079	\$2,130	\$5,209
	<b>\$34,046</b>	<b>\$23,194</b>	<b>\$57,240</b>