



TRANSMITTAL MEMORANDUM
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TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: July 12, 2022

RE: **Budget Transfers – Fire Department Overtime Wages**

The motion detailed below was prepared at the request of Fire Chief Rick Hines, who asked that it be placed before the City Council for consideration at its meeting of July 21, 2022. If adopted, the motion provides for budget transfers from the Fire Department's 2022 Regular Salaries and Wages account (Account No. 500.01) and its Health Insurance account (Account No. 507.00) to the Fire Department's 2022 Overtime Wages account (Account No. 501.01) in the amounts of \$93,000 and \$32,000 respectively. The rationale for the transfers is detailed in Mr. Hines' memorandum and requires no elaboration on the part of the City Manager's Office. I concur with the Fire Chief's recommendation.

Finance Director Michelle Johansen and the Fire Chief will attend the City Council meeting of July 21, 2022 in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

### **RECOMMENDATION**

It is recommended the City Council adopt the motion authorizing the Acting City Manager to transfer \$93,000 from the Fire Department's 2022 Regular Salaries and Wages account (Account No. 500.01) and \$32,000 from the Fire Department's 2022 Health Insurance account (Account No. 507.00) to the Fire Department's 2022 Overtime Wages account (Account No. 501.01).

**Recommended Motion:** I move the City Council motion authorize the Acting City Manager to transfer \$93,000 from the Fire Department's 2022 Regular Salaries and Wages account (Account No. 500.01) and \$32,000 from the Fire Department's 2022 Health Insurance account (Account No. 507.00) to the Fire Department's 2022 Overtime Wages account (Account No. 501.01).



## KETCHIKAN FIRE DEPARTMENT

Integrity, Professionalism, Respect, Compassion, Teamwork, and Innovation  
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Fire Chief Rick Hines  
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# Memorandum

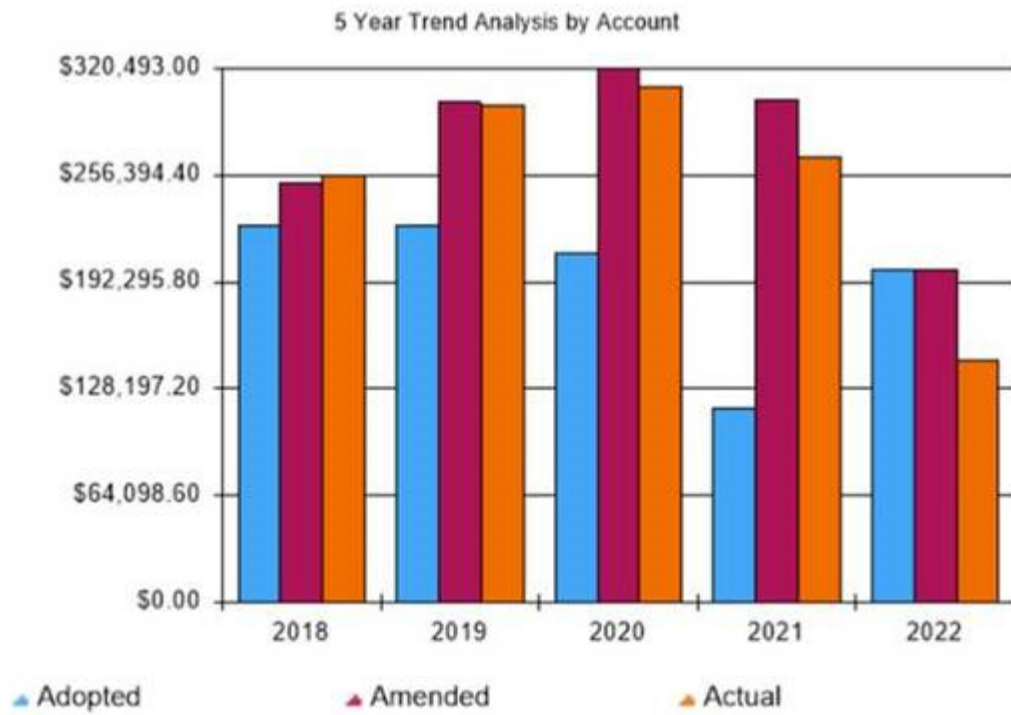
TO: Lacey Simpson, Acting City Manager  
FROM: Rick Hines, Fire Chief  
DATE: July 12, 2022  
SUBJECT: Overtime Account Funding

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Acting Manager Simpson,

With one retirement and two unexpected resignations of career firefighters combined with an increased call volume, we have utilized almost all of our 2022 overtime budget. The fire department requested \$100,000 more in the 2022 budget for overtime; however, this request was denied over budget concerns. Our analysis shows we need approximately \$125,000 to complete this calendar year with overtime. We can achieve this request by moving monies from within the current budget. With the movement of funds from (500.01) Regular Salaries and Wages along with (507.00) Health Insurance Account, we can fulfill the needed overtime monies. I have included a five-year trend analysis on overtime usage for your review.

**Request:** I move the City Council to authorize the Acting City Manager to transfer \$125,000 from the Fire Department's 2022 General Government Operating and Capital Budget - Regular Salaries and Wages Account (500.01) in the amount of \$93,000 and the Health Insurance Account (507.00) in the amount of \$32,000 to the Overtime Account (501.01) for funding overtime due to vacancies in the Department combined with increased call volumes.



	2018	2019	2020	2021	2022
Adopted	\$226,000.00	\$226,000.00	\$210,000.00	\$116,380.00	\$200,000.00
Amended	\$252,000.00	\$300,000.00	\$320,493.00	\$301,440.00	\$200,000.00
Actual	\$255,932.09	\$298,599.70	\$309,025.14	\$267,198.66	\$144,833.77