



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

9:00 A.M. – Monday, March 9, 2020
Fire Station #13 – 18002 108th Ave. S.E., Renton

- Call Meeting to Order
- Flag Salute
- Roll Call
- Agenda Modifications
 - Add Fire Benefit Charge (FBC) Hearing to agenda
- Announcements, Proclamations, and Presentations
- Fire Benefit Charge (FBC) Hearing
- Public Comment

Members of the audience may comment on items relating to any matter related to RFA business under the Public Comment period. Comments are limited to three (3) minutes per person, and a total of fifteen (15) minutes per topic pursuant to the rules established under Section 8 of the Bylaws. Citizens may also speak on individual agenda items on the printed agenda at the time they are considered by the Board as requested by the Chair.
- Consent Agenda
 - Approval of [Minutes from the February 10, 2020](#) Regular Meeting
 - Approval of [Vouchers](#): AP Check Register 1/16/2020 – 2/15/2020, Payroll 1/1/2020 – 1/31/2020
- Signing of Vouchers
- Board Committee Reports
 - Budget and Finance Committee
 - Operations and Capital Committee
- [Chief's Report](#)
- Division Reports
- Correspondence
- Unfinished Business

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- New Business
 - [Adoption of Final 2020 Operating Budget](#)
 - [Approval of Employment Contracts](#)
- Good of the Order
- Executive Session
- Future Meetings:
 - Monday, March 23, 2020, 9:00 a.m., Budget and Finance Committee Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)
 - Monday, March 23, 2020, 10:30 a.m., Operations and Capital Committee Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)
 - Monday, April 13, 2020, 9:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)
- Adjournment



Renton Regional Fire Authority

18002 108th Ave SE
Renton, WA 98055
Office: (425) 276-9500
Fax: (425) 276-9592

MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, February 10, 2020

Fire Station #13 – 18002 108th Ave S.E., Renton

CALL TO ORDER AND FLAG SALUTE

Governance Board Chair Abercrombie called the Regular Meeting to order at 10:02 a.m. and led the Pledge of Allegiance.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie, Chair (Fire District 25)
Ruth Pérez, Vice Chair (City of Renton)
Marcus Morrell (Fire District 25)
Ryan McIrvine (City of Renton)
Myron Meikle (Fire District 25)
Randy Corman (City of Renton)
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Administrative Staff Present:

Chief Rick Marshall, Deputy Chief Roy Gunsolus, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, Chief Administration Officer Samantha Babich, Battalion Chief Will Aho, Captains Hawkins, and Winter, Lieutenants Laycock, Hyslop, and Krystofiak, Firefighters Beggin, Smith, Bushnell, and Forghani, Chaplain Loretta Green, Fleet Manager Brice Callaway, Administrative Supervisor Christine Noddings, Communications Manager Katie Lewis, and Administrative Specialist Linda Mann.

AGENDA MODIFICATIONS

It was requested to add the Fire Benefit Charge (FBC) Hearing to the agenda after Announcements, Proclamations, and Presentations.

A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Corman to add the Fire Benefit Charge (FBC) Hearing to the agenda after Announcements, Proclamations, and Presentations. **MOTION CARRIED (6-0)**

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Captain Isaias Beck Braga from the Salvation Army presented Chief Marshall with the "Battle of the Badges" trophy for our participation in the Red Kettle Day on December 7th, 2019 outside of the downtown Fred Meyer.

FIRE BENEFIT CHARGE HEARING

The Renton Regional Fire Authority Governing Board convened as the Benefit Charge Review Board, pursuant to RCW 52.26.250. The Review Board will remain convened until Monday, March 9, 2020. The Review Board will hold two public hearings to receive petitions, the first being February 10, 2020 and the second being February 25, 2020.

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Lieutenant Rick Laycock gave a Staff Report which included a summary of petitions.

There were no docketed petitions at the meeting.

At 10:13 a.m., the Benefit Charge Hearing was recessed to reconvene at 5:00 p.m. on February 25, 2020. The Regular Meeting then resumed.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Corman to approve the consent agenda for February 10, 2020. **MOTION CARRIED (6-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for February 10, 2020.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- Recruit Graduation & New Entry Level Firefighters: On Thursday, January 30, we had 8 recruits graduate from the academy. On January 27, we had 5 new recruits start with the RFA and sent 6 to the academy, which started on February 6.
- Welcome to our New Member: We recently hired Richard Wolleat as our new Logistics Coordinator.
- Washington State Department of Enterprise Services (DES) Agreement: In our efforts to promote sustainability and transition to a greener organization, we are entering into an agreement with DES to participate in the Energy Program that will provide more energy-efficient improvements to our facilities in the form of lighting upgrades.
- National Heart Month: February is National Heart Month! Renton RFA will be providing tips to the community on how to maintain and improve heart health. Chief Marshall is happy to also be partnering with the City of Renton to provide blood sugar and blood pressure screenings to City staff and our community.
- Stuffed Animal Donation Drive: Our emergency response vehicles carry new stuffed animals to form a trusting relationship between our firefighters and the children & families we serve. Stations 13 and 14 are currently accepting stuffed animal donations through Monday, February 17th. Special thanks to our newest Citizen Advisory Board member, Silke Prelog, for her efforts.
- Strategic Plan Kick-Off Meeting: The Strategic Planning Committee met with BERK Consulting, Inc. on Tuesday, January 28 to kick-off our Strategic Planning process. A Strategic Plan is critical for our organization as we move from our infancy into a full-fledged RFA. This was the first of several monthly meetings to work through and complete the Strategic Plan leading up to the July 1st deadline. Chief Marshall would like to have the

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Board appoint one member from City Council and one member from FD25 to serve as Board Representatives. Chief Marshall has also asked FD40 to consider appointing one member to serve as well.

- Uniform Fire Code Update: Washington State will be adopting the newest addition of the Uniform Fire Code in July of this year. FM Barton has been working along-side other Fire Marshals from King County to determine what impacts this will have on local ordinances. In the coming months, we will be working with City of Renton staff. Chief Marshall wanted to give our Council members a heads up that it will be coming through the committee and then to Council for adoption. FM Barton will be briefing the Governing Board on this next month.
- King County Fire Chiefs Association: Chief Marshall was elected Treasurer for the King County Fire Chiefs Association after serving the past two years as the Board Representative for our zone (Zone 3). Chief Marshall is grateful for the assistance of our Finance team – LaQuanza Flowers specifically.
- KCFD7/RRFA Meeting: On Friday, January 17, Chief Marshall met with KCFD7 to discuss RFA formation process and strategy. He was asked to revise the RFA informational site for the Washington State Fire Chiefs two years ago and has spent quite a bit of time helping departments from all over our state determine if an RFA is for them.
- Renton Chamber Board Meeting: On Friday, January 30, Chief Marshall attended the Renton Chamber Board meeting where they discussed next steps after the appointment of Diane Dobson to CEO. They are now focusing on developing strategies to ensure that the Chamber is both relevant and fiscally sustainable.
- Purchases: Chief Marshall is notifying the Board of the following purchases: Extrication Tools (\$36,674.00), TAHPI (dba Tactical Athlete) Consulting Contract (LNI) (\$49,075.00), and Crisis Intervention Collaborative ILA (\$39,765.00).

DIVISION REPORTS

There were no division reports.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

Committee Assignments

Currently, there are two committees that meet on the fourth Monday of each month. One is the Operations and Capital Committee and one is the Budget and Finance Committee. At the training and workshop in January, the Board Members present discussed who would serve on each committee.

The proposed members for the Operations and Capital Committee are Randy Corman, Myron Meikle, and Kerry Abercrombie. The proposed members for the Budget and Finance Committee are Ruth Pérez, Ryan McIrvine, Marcus Morrell, and Linda Sartnurak.

After discussion and final decision on committee membership, a **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Corman to establish the Operations and Capital Committee members as Randy Corman, Myron Meikle, and Kerry Abercrombie and the Budget and

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Finance Committee members as Ruth Pérez, Ryan McIrvin, Marcus Morrell, and Linda Sartnurak.

MOTION CARRIED (6-0)

Committee Meeting Dates and Times

Currently there are two committees that meet on the fourth Monday of each month. One is the Operations and Capital Committee and one is the Budget and Finance Committee. At the training and workshop in January, the Board Members present requested to move the meeting start times to earlier in the morning.

The proposed date for each committee meeting is the fourth Monday of each month, and the times are 9:00 a.m. for the Budget and Finance Committee and 10:30 a.m. for the Operations and Capital Committee.

After discussion and final decision on committee meeting dates and times, a **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Corman to establish the meeting date and time for the Budget and Finance Committee as the 4th Monday of each month at 9:00 a.m. and the Operations and Capital Committee as the 4th Monday of each month at 10:30 a.m. **MOTION CARRIED (6-0)**

Logo Wear for Governance Board

Chairman Abercrombie has requested that the Board consider purchasing RFA branded clothing for Governance Board Members.

The Board has been provided with options for logo wear. Items are approximately \$40 each (depending on item chosen). Purchasing two items per Board Member would be approximately \$700.

After discussion on logo wear, a **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Meikle to approve the purchase of logo wear for Governance Board members and direct staff to modify the 2020 proposed budget to include \$700 for Governance Board uniforms. **MOTION CARRIED (6-0)**

Resolution 2020-1: Establish Regular Meeting Schedule

The Governance Board meetings are currently held on the 2nd Monday of each month at 10:00 a.m. Due to various scheduling conflicts, it has been requested to move the meeting start time from 10:00 a.m. to 9:00 a.m.

A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Corman to adopt Resolution 2020-1 establishing the regular day and time for holding Governing Board meetings as the 2nd Monday of the month at 9:00 a.m. **MOTION CARRIED (6-0)**

NEW BUSINESS

Service Agreement for KFT Fire Trainers

This is a two-year contract to provide service to the gas burn props (both external & internal) located in the Station 14 training tower. This will replace the contract that expired at the end of 2019.

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A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Morrell to approve the KFT Fire Trainer Contract and authorize the Fire Chief to sign. **MOTION CARRIED (6-0)**

Procurement of New Vehicles

Staff is asking to order six vehicles through DES state bid, due to arrive in May of 2020. These six vehicles are in line with our Capital Fleet replacement schedule and are budgeted for purchase this year. They will replace aging vehicles in the Fire Marshal's Office, Training, and Support Services.

A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Corman to approve the purchase of six new vehicles and authorize the Fire Chief to sign. **MOTION CARRIED (6-0)**

Crisis Intervention Services Collaborative Agreement

Staff is requesting to add Crisis Intervention Services (Exhibit B) into the existing ILA between Renton Regional Fire Authority (RRFA) and Puget Sound Regional Fire Authority (PSRFA). This will allow full access to partial-paid Crisis Intervention Staff and services. Those services include crisis on-scene support 24/7, peer support for RRFA members, and Renton Community support.

If approved, crisis support would begin in February 2020. PSRFA will hire the additional staff member, and RRFA will support with a vehicle, radio, and IT needs. RRFA is working with Renton Police to also assist with their crisis support needs.

A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Corman to approve adding Crisis Intervention Services (Exhibit B) to the existing ILA between Renton RFA and Puget Sound RFA and authorize the Fire Chief to sign. **MOTION CARRIED (6-0)**

US Bank Authorized Signature

Previously, Board Member Prince served as the second authorized signature for our banking. With the change in Board membership, it is necessary to select a new signer.

Staff is recommending that Chairman Abercrombie serve as the second signer as his term is currently the longest (six years). Each change in signer requires programming in our accounting software and has a related fee associated with that programming.

A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Corman that Chairman Kerry Abercrombie be selected to replace Board Member Prince as a second signer for the RRFA's US Bank account. **MOTION CARRIED (6-0)**

GOOD OF THE ORDER

Board Member Sartnurak wanted to thank Deputy Chief DeSmith, Don Highley, and Brice Callaway for their ongoing communication with the District 40 Facilities and Equipment workgroup.

Chairman Abercrombie thanked Chief Marshall for his 36 years of service to the department.

Local 864 President Robbie Hyslop informed the Board of the fundraising event for the LLS Stairclimb that will be taking place at The Landing on February 15th from 4:00 p.m. to 8:00 p.m.

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EXECUTIVE SESSION

- *Executive Session pursuant to RCW 42.30.110(i), To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.*
- *Executive session pursuant to RCW 42.30.110(1)(i) to meet with legal counsel and to maintain an attorney client privilege while discussing legal risks associated with a proposed action or current practice that is likely to result in an adverse legal or financial consequence to the agency if discussed publicly.*

Executive Session was called at 10:48 a.m. for 30 minutes. At 11:18 a.m. an additional 10 minutes was requested. The meeting reconvened at 11:28 a.m.

A **MOTION** was made by Board Vice Chair Pérez and **SECONDED** by Board Member Meikle to authorize sending the letter to District #40. **MOTION CARRIED (6-0)**

FUTURE MEETINGS

Monday, February 24, 2020, 9:00 a.m., Budget and Finance Committee Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)

Monday, February 24, 2020, 10:30 a.m., Operations and Capital Committee Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)

Tuesday, February 25, 2020, 5:00 p.m., Governance Board Special Meeting, Fire Station #13, (18002 108th Ave. S.E., Renton)

Monday, March 9, 2020, 9:00 a.m., Governance Board Regular Meeting, Fire Station #13, (18002 108th Ave. S.E., Renton)

ADJOURNMENT

The meeting was adjourned at 11:33 a.m.

Kerry Abercrombie, Board Chair

Linda Mann, Administrative Specialist

VOUCHER APPROVAL FOR MARCH 9TH, 2020 MEETING

AUDITING OFFICER CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Renton Regional Fire Authority, and that I am authorized to authenticate and certify said claim.

Auditing Officer: _____

Rick Marshall, Fire Chief

AUDIT COMMITTEE

The vouchers below have been reviewed and certified by individual departments and the RFA's Auditing Officer as required by RCW's 42.24.080 & 090, and a list of vouchers has been provided for review by the Finance Committee.

The undersigned members of the Finance Committee of the Renton Regional Fire Authority do hereby approve for payment accounts payable vouchers totaling \$1,951,027.57, payroll vouchers and direct deposits totaling \$1,165,634.12.

A/P VOUCHERS	Payment Date	Numbers	Amount
Checks	01/16/2020 - 02/15/2020	11771-11886	\$847,124.46
EFTs	01/16/2020 - 02/15/2020		\$274,400.30
Bank Drafts	01/16/2020 - 02/15/2020		\$829,502.81
TOTAL A/P			\$1,951,027.57
		No. of Vouchers	Amount
Direct Deposits	1/24/2020	173	\$564,695.85
Payroll Checks	1/24/2020		\$0.00
Direct Deposits	2/10/2020	179	\$600,938.27
Payroll Checks	2/10/2020		\$0.00
TOTAL PAYROLL		352	\$1,165,634.12
TOTAL CLAIMS			\$3,116,661.69

Renton Regional Fire Authority Finance Committee:

Kerry Abercrombie, Chairperson

Ryan McIrvine, Board Member

Myron Meikle, Board Member

Marcus Morrell, Board Member

Randy Corman, Board Member

Ruth Pérez, Board Member



RENTON REGIONAL FIRE AUTHORITY

M E M O R A N D U M

DATE: March 9, 2020

TO: Ryan McIrvin (City of Renton)
Kerry Abercrombie (Fire District 25)
Marcus Morrell (Fire District 25)
Myron Meikle (Fire District 25)
Ruth Pérez (City of Renton)
Randy Corman (City of Renton)
Linda Sartnurak (Non-voting Advisory Position, Fire District 40)

FROM: Rick Marshall, Fire Chief

SUBJECT: **Renton Regional Fire Authority Chief's Report**

1. COVID-19 Update

Over the past week I have participated in countless teleconferences regarding the COVID-19 pandemic. In addition, the Executive team met on Friday, March 6 to discuss our Continuity of Operations Plan. The RRFA is taking aggressive and appropriate steps to prevent exposure to both our employees and the community we encounter. We are also working closely with King County and City of Renton officials to coordinate an effective response to this crisis. As part of our response, we have postponed the promotional ceremony set for today and several training classes. In addition, we are implementing a temporary remote work schedule to minimize exposure to our employees. Please be patient as we will be working to balance performance with protection.

2. 2020 Promotions

Effective March 1, 2020, the following promotions have taken place:

Firefighter Marc Donnell promoted to Lieutenant
Lieutenant Nathan Blakeslee promoted to Captain
Lieutenant Josh Brown promoted to Captain
Captain Steve Winter promoted to Battalion Chief/Safety Officer
Battalion Chief/Safety Officer Mark Seaver promoted to Deputy Chief, Support Services
Deputy Chief Roy Gunsolus promoted to Assistant Fire Chief, Response Operations

I'd also like to acknowledge Deputy Chief Chuck DeSmith is now Deputy Chief, Emergency Medical Services/Safety.

Please join me in offering your congratulations and support in each of their new leadership roles.

3. Recognition Awards

Please join me in congratulating the following members for Member of the Year and Top Company Awards:

EMT of the Year, 2019 – Patrick Boltz

Firefighter of the Year, 2019 – Daniel Johnston

Officer of the Year, 2019 – Daniel Hawkins

Civilian of the Year, 2019 – Rhonda Heyden

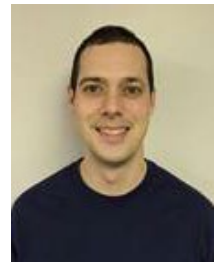
Top Engine Company, 2019 – E317, D Shift: Captain Steve Wright, FF Keith Wall & FF Patrick Stalnaker

Top Ladder Company, 2019 – L311, C Shift: Captain Jim Ochs, FF Dave Laha & FF Alex Keith

Top Aid Unit, 2019 – A313, A Shift: FF Riley McDuffy & FF Patrick Boltz

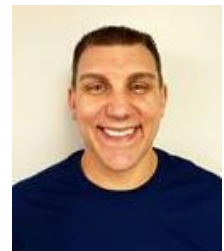
2. Meet Our New Firefighters

Sean Pageau grew up in Rhode Island and moved to Washington after serving as a Navy Aviation Rescue Swimmer flying in MH-60s helicopters. He most recently worked as a part-time Firefighter in Snohomish County. Sean enjoys hiking and climbing throughout the Pacific Northwest and looks forward to climbing some of the taller peaks in the area.



Josh Vlach was born in Stanwood Washington and now lives in Kirkland with his wife. He is an avid outdoorsman and enjoys rock climbing and trail running. Josh most recently used his competitive spirit to race in Spartan races and enjoys traveling for these races.

Joshua Rochowiak was born and raised on the Southside of Chicago and is the son of a Chicago Firefighter and ER Nurse. He moved to Maple Valley for high school and joined the US Air Force immediately after graduation. After his military service, he moved to Alaska and worked on commercial fishing vessels for a year, then spent the next 3 years opening Health Clubs in 7 states. Joshua enjoys fitness, shooting, international backpacking trips, basketball, literature and movies.



Anthony Kusske grew up in the Renton Highlands and now lives in the Kenndale neighborhood with his wife, Megan, and 2 kids, Anna (6) and James (4). Before being hired by Renton RFA, he was a stay-at-home dad and small business owner as a sports equipment importer. In his free time, Anthony likes to play basketball, hiking, camping, and anything else outdoors related.

Jace Reyes grew up in Fircrest and now lives in Queen Anne with his wife, Miranda. He spent the last two and a half years working as a Registered Dental Hygienist, but then felt a higher calling to service the public. He has been involved with Young Life since middle school and now serves on the North Seattle Committee. For fun, Jace enjoys working out and shooting.



3. Strategic Plan Update

See the attached.

4. Renton Regional Community Foundation

This month, the RRCF held their *Celebrate! The Love of Community* event to induct new community members into the League of Extraordinary Givers and raise funds for local nonprofits that have partnered with them. The RRFA has a fund with Community Foundation and has been a strong supporter over the years. This year, I had the privilege of sitting with members of Puget Sound Energy—another strong supporter of the Foundation and our Community.

5. Renton Chamber Board Meeting

On February 20th, I attended the Chamber of Commerce Board meeting. We are developing our strategic initiatives and working diligently to make the Chamber financially stable and provide tools to help our businesses thrive.

6. South King County Fire Training Consortium Admin Board Meeting

I met with SKCFTC board members on February 27th to discuss adjustments to the budget and replacement of the outgoing Deputy Chief of Training. The Admin Board is made up of Fire Chiefs from each participating agency and ensures that we have representation in the direction and costs associated with the consortium.

7. Center for Public Safety Excellence Hearings

Deputy Chief Mark Seaver and I attended the CPSE Hearings in Orlando Florida last week. This proved to be the single most significant experience we have had thus far as we continue to press towards accreditation. We not only learned a lot about the process, but also built several invaluable relationships that will help us move forward.

8. Purchases

ESO Licensing/Setup Contract – \$28,725.00

New Recruit PPE – \$26,203.10 (*coming out of 2020 budget; notified GB on 12/9/2019*)

Replacement Bunker Gear – \$52,388.60 (*coming out of 2020 budget; approved by GB on 10/14/2019*)

Renton RFA Strategic Planning

Strategic Planning Team Mtg. 2 | Feb 25, 2020 | Meeting Summary for Governance Board

MEETING OBJECTIVES

- Begin discussions of community context.
- Obtain feedback on structure and questions for staff and community engagement.
- Identify aspirational outcomes and potential strategies in a few key topic areas.

KEY DISCUSSION POINTS

Review of Community and Agency Profile, part 1

The group reviewed maps showing service area land use; employment, population, population change, population age 65 and over, people of color, people with limited English speaking abilities. Key takeaways include:

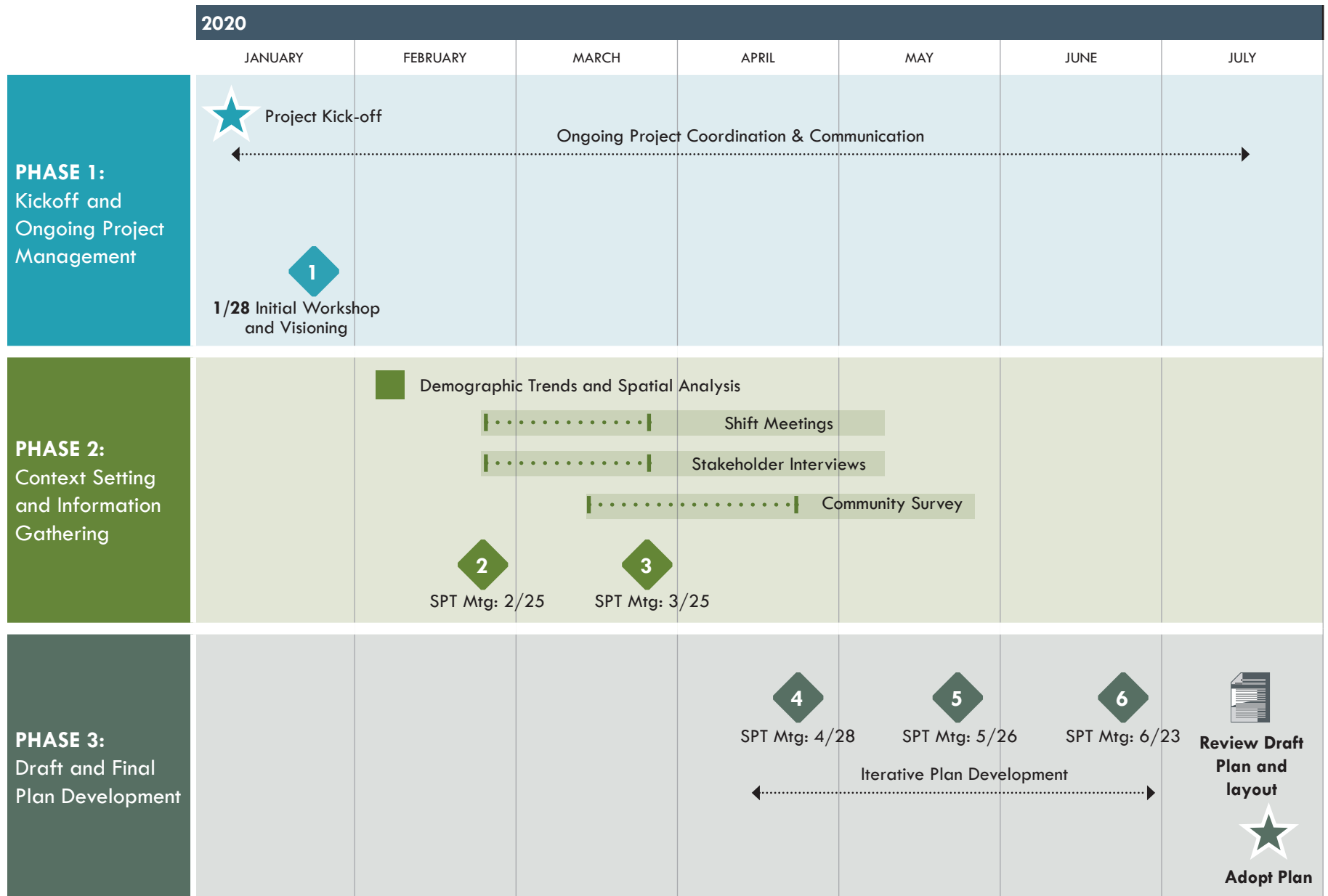
- Growing population and employment numbers through continued residential and commercial development and densification, will drive demands for service and affect response times.
- Significant population aged 65 and older, with many Adult Family Homes, Assisted Living Facilities, and Nursing Homes.
- Service area is increasingly diverse:
 - People of color make up the majority of the service area population. People of color is an imperfect term, defined here as Census respondents who did not self-select 'white alone'; does not identify or include Latinx or Hispanic, Jewish, or other ethnic populations or populations defined by language spoken.
 - In some Census blocks, 30% or more residents self identify as having limited English speaking ability. This may correspond to immigrants and/or refugees with significant cultural differences, including negative past experiences with individuals in uniform.

Update on Engagement Activities

Stakeholder interviews and shift meetings with all RRFA personnel, with separate meetings for BCs and managers, are underway. Community input will be gathered via online survey.

Visioning Exercise

Small groups identified Desired Outcomes and potential Strategies for Prevention/Preparedness; Response; Service Delivery Model; People/Personnel; and Internal Processes and Systems. By beginning with Desired Outcomes, groups were encouraged to be aspirational and visionary in each area. Input is being compiled and will feed into strategic planning process.



Last updated: 3/4/20



Governing Board Agenda Item

SUBJECT/TITLE: Adoption of Final 2020 Operating Budget

STAFF CONTACT: Marshall

SUMMARY STATEMENT:

The preliminary budget for 2020 was adopted by the Governance Board in September of 2019. Since then, we have received final numbers for revenue and expenditures and have updated the budget accordingly.

FISCAL IMPACT:

Expenditure N/A Revenue N/A

Currently in the Budget Yes ☐ No ☐

SUMMARY OF ACTION:

Reviewed by Legal Yes ☐ No ☐

EXHIBITS:

2020 Final budget document

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

I move that we approve the 2020 Budget as presented.



2020 Proposed Final Budget

Renton Regional Fire Authority

To be approved on March 9th 2020

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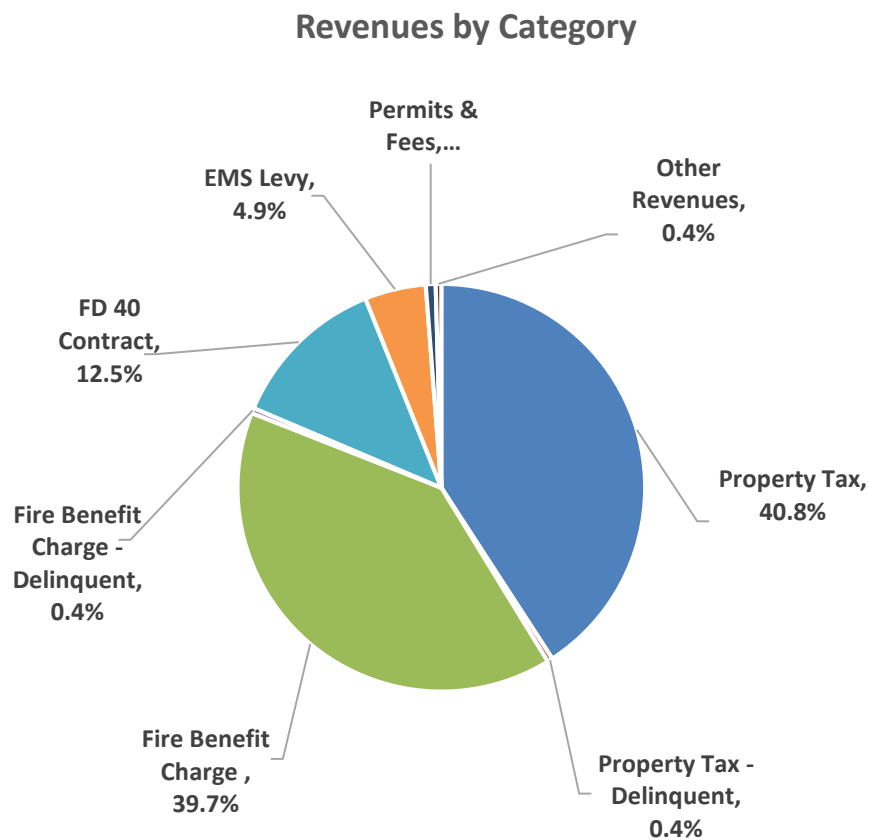
Operating Fund Budget

- Budget Summary

TOTAL REVENUE	\$ 42,694,027
Property Tax	\$ 17,531,216
Fire Benefit Charge	\$ 17,055,061
FD 40 Contract	\$ 5,326,632
EMS Levy	\$ 2,062,015
Permits & Fees	\$ 332,000
Other Revenues	\$ 387,103
TOTAL EXPENDITURES	\$ 42,694,027
10-Salaries and Wages	\$ 23,397,578
20-Payroll Tax and Benefits	\$ 7,519,992
30-Supplies	\$ 534,299
32-Small Tools	\$ 1,036,080
34-Furnishings	\$ 30,000
35-Appliances	\$ 22,200
40-Professional Services	\$ 2,845,367
41-Communication	\$ 227,084
42-Travel	\$ 105,120
43-Training	\$ 127,954
44-Repair & Maintenance	\$ 58,650
45-Insurance/Tax	\$ 187,208
46-Misc Services	\$ 470,830
47-Utilities	\$ 408,543
48-Operating Rentals	\$ 1,000
50-Intergov Services	\$ 5,400
80-Debt Service	\$ -
81-Transfers Out	\$ 5,716,722
VARIANCE	\$ -
Revenues Over Expenditures	\$0

- Revenue Overview by Category

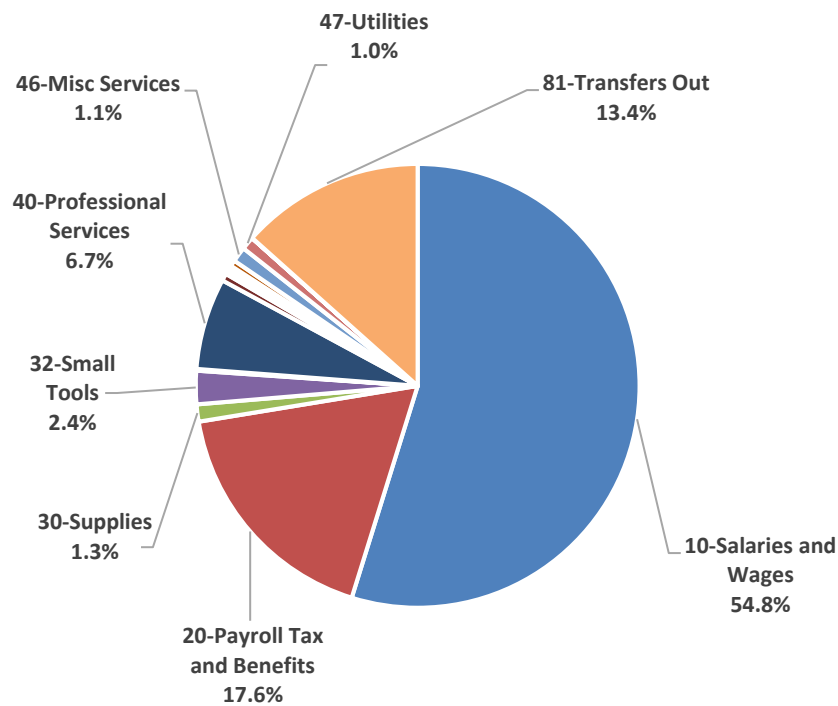
TOTAL REVENUES	\$ 42,694,027	100.0%
Property Tax	\$ 17,351,216	40.6%
Property Tax - Delinquent	\$ 180,000	0.4%
Fire Benefit Charge	\$ 16,877,336	39.5%
Fire Benefit Charge - Delinquent	\$ 177,725	0.4%
FD 40 Contract	\$ 5,326,632	12.5%
EMS Levy	\$ 2,062,015	4.8%
Permits & Fees	\$ 332,000	0.8%
Other Revenues	\$ 387,103	0.9%



- Expenditure Overview by Category

TOTAL EXPENDITURES	\$ 42,694,027	100.0%
10-Salaries and Wages	\$ 23,397,578	54.8%
20-Payroll Tax and Benefits	\$ 7,519,992	17.6%
30-Supplies	\$ 534,299	1.3%
32-Small Tools	\$ 1,036,080	2.4%
34-Furnishings	\$ 30,000	0.1%
35-Appliances	\$ 22,200	0.1%
40-Professional Services	\$ 2,845,367	6.7%
41-Communication	\$ 227,084	0.5%
42-Travel	\$ 105,120	0.2%
43-Training	\$ 127,954	0.3%
44-Repair & Maintenance	\$ 58,650	0.1%
45-Insurance/Tax	\$ 187,208	0.4%
46-Misc Services	\$ 470,830	1.1%
47-Utilities	\$ 408,543	1.0%
48-Operating Rentals	\$ 1,000	0.0%
50-Intergov Services	\$ 5,400	0.0%
80-Debt Service	\$ -	0.0%
81-Transfers Out	\$ 5,716,722	13.4%

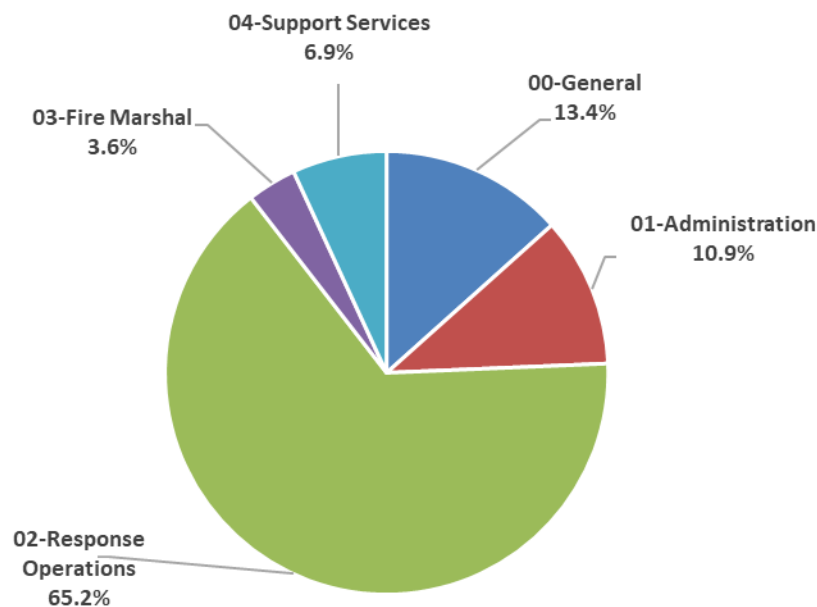
Operating Expenditures by Category
Expenditure totaling less than 1% not shown in chart



- Expenditure Overview by Division

Division/Section	2020 Budget	% of Total Expenditures
00-General	\$ 5,716,722	13.39%
General	\$ 5,716,722	13.39%
01-Administration	\$ 4,673,177	10.95%
Admin	\$ 3,112,919	7.29%
Governance	\$ 33,774	0.08%
IT	\$ 1,526,484	3.58%
02-Response Operations	\$ 27,824,273	65.17%
Response OPS	\$ 24,616,395	57.66%
Communications	\$ 760,957	1.78%
Emergency Services	\$ 962,296	2.25%
External Training	\$ 5,931	0.01%
Hazmat	\$ 77,246	0.18%
Health&Wellness	\$ 24,671	0.06%
Internal Training	\$ 1,083,930	2.54%
SCBA	\$ 82,871	0.19%
Tech Rescue	\$ 85,036	0.20%
Water	\$ 87,324	0.20%
Wild land	\$ 37,616	0.09%
03-Fire Marshal	\$ 1,535,627	3.60%
Fire Marshal	\$ 1,535,627	3.60%
04-Support Services	\$ 2,944,228	6.90%
Facilities	\$ 1,198,821	2.81%
Fleet	\$ 689,709	1.62%
Logistics	\$ 612,558	1.43%
Planning	\$ 443,140	1.04%
Grand Total	\$ 42,694,027	100.00%

Operating Expenditures by Division



- Expenditure Details by Category

10-Salaries and Wages	23,397,578	54.80%
100-Salaries	20,370,856	47.71%
101-Separation Pay	545,000	1.28%
110-Overtime	1,841,259	4.31%
111-Acting Pay Overtime	58,437	0.14%
112-Promotions/Onboarding Overtime	55,628	0.13%
113-Explorer Program Overtime	6,041	0.01%
114-Meeting Overtime	92,231	0.22%
115-Physicals Overtime	26,756	0.06%
116-Community Outreach Overtime	73,957	0.17%
117-Union Business Overtime	12,000	0.03%
118-FDCARES Overtime	315,413	0.74%
20-Payroll Tax and Benefits	7,519,992	17.61%
200-FICA	512,948	1.20%
201-Workers Comp	989,309	2.32%
210-Pension Retirement	1,436,846	3.37%
220-Group Life Insurance	50,068	0.12%
221-Longterm Disability	24,927	0.06%
230-Medical Insurance	3,417,810	8.01%
231-Medical Insurance - LEOFF	62,064	0.15%
232-VEBA	668,118	1.56%
233-MERP	137,700	0.32%
240-Uniform Allowance	171,964	0.40%
241-Health & Wellness	18,000	0.04%
202-Paid Medical/Family Leave	30,238	0.07%
30-Supplies	534,299	1.25%
300-Office Supplies	17,400	0.04%
301-Recognition Supplies	3,000	0.01%
302-Manuals/Books	11,750	0.03%
303-Uniforms	18,499	0.04%
304-Food	7,480	0.02%
305-Branding Supplies	16,700	0.04%
306-Misc Supplies	21,494	0.05%
310-Unleaded Fuel	19,850	0.05%
311-Diesel	85,000	0.20%
312-Lube Oil	9,285	0.02%
330-Operating Supplies	128,309	0.30%
331-Repair Parts	195,532	0.46%
32-Small Tools	1,036,080	2.43%
320-Small Tools	166,701	0.39%
321-Computer/Electronics	192,800	0.45%
322-Software	284,200	0.67%
323-PPE/Safety Gear	392,379	0.92%
34-Furnishings	30,000	0.07%
340-Furnishings	30,000	0.07%
35-Appliances	22,200	0.05%
350-Appliance	22,200	0.05%

40-Professional Services	2,845,367	6.66%
400-Professional Services	2,182,063	5.11%
401-Legal Services	97,500	0.23%
402-Health Services	222,000	0.52%
403-Branding Services	5,000	0.01%
404-Accounting/Auditing	7,500	0.02%
405-Cash Mgmt Fees	12,000	0.03%
406-Advertising	3,500	0.01%
407-ILA	315,804	0.74%
408-IT Services	-	0.00%
41-Communication	227,084	0.53%
410-Postage/Shipping	42,744	0.10%
411-Internet	82,400	0.19%
412-Telephone	34,680	0.08%
413-Data Plan	67,260	0.16%
42-Travel	105,120	0.25%
420-Travel	103,720	0.24%
421-Mileage	1,400	0.00%
43-Training	127,954	0.30%
430-Training/Registration	127,954	0.30%
44-Repair & Maintenance	58,650	0.14%
440-Repair/Maint	58,650	0.14%
45-Insurance/Tax	187,208	0.44%
450-Liability Insurance	186,208	0.44%
451-Property Tax	1,000	0.00%
46-Misc Services	470,830	1.10%
460-FBC Collection Fee	280,000	0.66%
461-Licenses/Permits/Fees	3,100	0.01%
462-Memberships	12,983	0.03%
463-Subscriptions	25,758	0.06%
464-Printing Services	23,300	0.05%
465-Misc Contracts	105,504	0.25%
466-Meal/Incidental Expense	5,050	0.01%
467-Certification	15,135	0.04%
47-Utilities	408,543	0.96%
470-Electricity	212,348	0.50%
471-Gas	103,695	0.24%
472-Water/Sewer	56,000	0.13%
473-Waste Disposal	36,500	0.09%
474-Waste Drainage	-	0.00%
475-Cable	-	0.00%
48-Operating Rentals	1,000	0.00%
480-Equipment Lease	1,000	0.00%
481-Property Lease	-	0.00%
50-Intergov Services	5,400	0.01%
500-Election Cost	5,400	0.01%
80-Debt Service	-	0.00%
800-Interest	-	0.00%
81-Transfers Out	5,716,722	13.39%
901-Transfer Out for Contingency	25,000	0.06%
902-Transfer Out for Operating Reserve	1,718,548	4.03%
903-Transfer Out for IT Reserve	600,000	1.41%
904-Transfer Out for Fleet Reserve	1,000,000	2.34%
905-Transfer Out for Small Tools Reserve	373,174	0.87%
906-Transfer Out for Facilities Reserve	2,000,000	4.68%
Grand Total	42,694,027	100.00%

- Expenditure Detail by Division

01-Administration	\$	4,673,177	10.95%
100-Salaries	\$	1,678,721	3.93%
101-Separation Pay	\$	45,000	0.11%
110-Overtime	\$	1,377	0.00%
200-FICA	\$	106,779	0.25%
201-Workers Comp	\$	19,630	0.05%
202-Paid Medical/Family Leave	\$	2,479	0.01%
210-Pension Retirement	\$	186,287	0.44%
220-Group Life Insurance	\$	4,438	0.01%
221-Longterm Disability	\$	11,718	0.03%
230-Medical Insurance	\$	307,354	0.72%
231-Medical Insurance - LEOFF	\$	62,064	0.15%
232-VEBA	\$	61,248	0.14%
233-MERP	\$	1,800	0.00%
240-Uniform Allowance	\$	1,136	0.00%
241-Health & Wellness	\$	120	0.00%
300-Office Supplies	\$	11,500	0.03%
301-Recognition Supplies	\$	3,000	0.01%
302-Manuals/Books	\$	500	0.00%
303-Uniforms	\$	2,850	0.01%
304-Food	\$	1,980	0.00%
305-Branding Supplies	\$	16,700	0.04%
306-Misc Supplies	\$	9,282	0.02%
320-Small Tools	\$	3,500	0.01%
321-Computer/Electronics	\$	192,800	0.45%
322-Software	\$	277,000	0.65%
340-Furnishings	\$	30,000	0.07%
400-Professional Services	\$	417,090	0.98%
401-Legal Services	\$	97,500	0.23%
402-Health Services	\$	222,000	0.52%
403-Branding Services	\$	5,000	0.01%
404-Accounting/Auditing	\$	7,500	0.02%
405-Cash Mgmt Fees	\$	12,000	0.03%
406-Advertising	\$	3,500	0.01%
410-Postage/Shipping	\$	42,744	0.10%
411-Internet	\$	82,400	0.19%
412-Telephone	\$	34,680	0.08%
413-Data Plan	\$	67,260	0.16%
420-Travel	\$	50,770	0.12%
421-Mileage	\$	500	0.00%
430-Training/Registration	\$	55,854	0.13%
440-Repair/Maint	\$	10,000	0.02%
450-Liability Insurance	\$	186,208	0.44%
460-FBC Collection Fee	\$	280,000	0.66%
462-Memberships	\$	10,699	0.03%
463-Subscriptions	\$	16,159	0.04%
464-Printing Services	\$	20,800	0.05%
466-Meal/Incidental Expense	\$	4,850	0.01%
467-Certification	\$	1,000	0.00%
500-Election Cost	\$	5,400	0.01%

02-Response Operations	\$ 27,824,273	65.17%
100-Salaries	\$ 16,789,427	39.33%
101-Separation Pay	\$ 500,000	1.17%
110-Overtime	\$ 1,763,676	4.13%
111-Acting Pay Overtime	\$ 58,437	0.14%
112-Promotions/Onboarding Overtime	\$ 55,628	0.13%
113-Explorer Program Overtime	\$ 6,041	0.01%
114-Meeting Overtime	\$ 92,231	0.22%
115-Physicals Overtime	\$ 26,756	0.06%
116-Community Outreach Overtime	\$ 73,957	0.17%
117-Union Business Overtime	\$ 12,000	0.03%
118-FDCARES Overtime	\$ 315,413	0.74%
200-FICA	\$ 294,396	0.69%
201-Workers Comp	\$ 917,008	2.15%
202-Paid Medical/Family Leave	\$ 24,951	0.06%
210-Pension Retirement	\$ 1,046,727	2.45%
220-Group Life Insurance	\$ 40,633	0.10%
221-Longterm Disability	\$ 1,431	0.00%
230-Medical Insurance	\$ 2,798,450	6.55%
232-VEBA	\$ 545,505	1.28%
233-MERP	\$ 132,750	0.31%
240-Uniform Allowance	\$ 165,856	0.39%
241-Health & Wellness	\$ 17,580	0.04%
302-Manuals/Books	\$ 5,600	0.01%
303-Uniforms	\$ 13,329	0.03%
304-Food	\$ 5,500	0.01%
306-Misc Supplies	\$ 2,962	0.01%
320-Small Tools	\$ 118,321	0.28%
323-PPE/Safety Gear	\$ 388,379	0.91%
330-Operating Supplies	\$ 84,970	0.20%
331-Repair Parts	\$ 30,600	0.07%
400-Professional Services	\$ 1,333,673	3.12%
420-Travel	\$ 12,870	0.03%
421-Mileage	\$ 600	0.00%
430-Training/Registration	\$ 46,710	0.11%
440-Repair/Maint	\$ 17,800	0.04%
463-Subscriptions	\$ 8,599	0.02%
465-Misc Contracts	\$ 65,222	0.15%
467-Certification	\$ 10,285	0.02%

03-Fire Marshal	\$	1,535,627	3.60%
100-Salaries	\$	996,126	2.33%
110-Overtime	\$	55,105	0.13%
200-FICA	\$	76,414	0.18%
201-Workers Comp	\$	28,855	0.07%
202-Paid Medical/Family Leave	\$	1,470	0.00%
210-Pension Retirement	\$	128,453	0.30%
220-Group Life Insurance	\$	2,722	0.01%
221-Longterm Disability	\$	7,637	0.02%
230-Medical Insurance	\$	153,030	0.36%
232-VEBA	\$	32,780	0.08%
240-Uniform Allowance	\$	2,700	0.01%
300-Office Supplies	\$	3,000	0.01%
302-Manuals/Books	\$	5,000	0.01%
303-Uniforms	\$	500	0.00%
306-Misc Supplies	\$	4,500	0.01%
320-Small Tools	\$	4,000	0.01%
323-PPE/Safety Gear	\$	4,000	0.01%
330-Operating Supplies	\$	1,500	0.00%
331-Repair Parts	\$	1,000	0.00%
420-Travel	\$	10,600	0.02%
421-Mileage	\$	200	0.00%
430-Training/Registration	\$	11,000	0.03%
462-Memberships	\$	1,135	0.00%
464-Printing Services	\$	2,500	0.01%
467-Certification	\$	1,400	0.00%
00-General	\$	5,716,722	13.39%
901-Transfer Out for Contingency	\$	25,000	0.06%
902-Transfer Out for Operating Reserve	\$	1,718,548	4.03%
903-Transfer Out for IT Reserve	\$	600,000	1.41%
904-Transfer Out for Fleet Reserve	\$	1,000,000	2.34%
905-Transfer Out for Small Tools Reserve	\$	373,174	0.87%
906-Transfer Out for Facilities Reserve	\$	2,000,000	4.68%

04-Support Services	\$ 2,944,228	6.90%
100-Salaries	\$ 906,582	2.12%
110-Overtime	\$ 21,101	0.05%
200-FICA	\$ 35,359	0.08%
201-Workers Comp	\$ 23,816	0.06%
202-Paid Medical/Family Leave	\$ 1,338	0.00%
210-Pension Retirement	\$ 75,379	0.18%
220-Group Life Insurance	\$ 2,275	0.01%
221-Longterm Disability	\$ 4,141	0.01%
230-Medical Insurance	\$ 158,976	0.37%
232-VEBA	\$ 28,585	0.07%
233-MERP	\$ 3,150	0.01%
240-Uniform Allowance	\$ 2,272	0.01%
241-Health & Wellness	\$ 300	0.00%
300-Office Supplies	\$ 2,900	0.01%
302-Manuals/Books	\$ 650	0.00%
303-Uniforms	\$ 1,820	0.00%
306-Misc Supplies	\$ 4,750	0.01%
310-Unleaded Fuel	\$ 19,850	0.05%
311-Diesel	\$ 85,000	0.20%
312-Lube Oil	\$ 9,285	0.02%
320-Small Tools	\$ 40,880	0.10%
322-Software	\$ 7,200	0.02%
330-Operating Supplies	\$ 41,839	0.10%
331-Repair Parts	\$ 163,932	0.38%
350-Appliance	\$ 22,200	0.05%
400-Professional Services	\$ 431,300	1.01%
407-ILA	\$ 315,804	0.74%
420-Travel	\$ 29,480	0.07%
421-Mileage	\$ 100	0.00%
430-Training/Registration	\$ 14,390	0.03%
440-Repair/Maint	\$ 30,850	0.07%
451-Property Tax	\$ 1,000	0.00%
461-Licenses/Permits/Fees	\$ 3,100	0.01%
462-Memberships	\$ 1,149	0.00%
463-Subscriptions	\$ 1,000	0.00%
465-Misc Contracts	\$ 40,282	0.09%
466-Meal/Incidental Expense	\$ 200	0.00%
467-Certification	\$ 2,450	0.01%
470-Electricity	\$ 212,348	0.50%
471-Gas	\$ 103,695	0.24%
472-Water/Sewer	\$ 56,000	0.13%
473-Waste Disposal	\$ 36,500	0.09%
480-Equipment Lease	\$ 1,000	0.00%
Grand Total	\$ 42,694,027	100.00%

- FTE Budget: Budgeted Positions

By Division/Section	2019	2020
GOVERNING BOARD	7	7
GOVERNING BOARD MEMBER	7	7
ADMINISTRATION	13	13
FIRE CHIEF	1	1
CHIEF ADMINISTRATIVE OFFICER	-	1
DIRECTOR OF ADMINISTRATION	1	-
ADMIN SUPERVISOR	-	1
ADMIN ASSISTANT	1	-
ADMIN SECRETARY I	5	3
COMMUNICATIONS MANAGER	1	1
SR FINANCE ANALYST	1	2
FINANCE ANALYST	2	2
SENIOR HUMAN RESOURCES ANALYST	1	2
IT	1	3
IT MANAGER	1	1
IT TECH	-	2
LOGISTICS	3	3
DEPUTY FIRE CHIEF	1	1
FIRE CAPTAIN DAY SHIFT	1	1
FIRE LIEUTENANT DAY SHIFT	-	-
FIREFIGHTER DAY SHIFT	1	-
WAREHOUSE TECH	-	1
FACILITIES	2	2
FACILITY MANAGER	1	1
FACILITY TECH	1	1
FLEET	2	1
FLEET MANAGER	1	1
FLEET TECH	1	-
PLANNING	1	1.5
FIRE CAPTAIN DAY SHIFT	-	-
FIRE LIEUTENANT DAY SHIFT	1	1.5
RESPONSE OPERATIONS	142	141.5
ASSISTANT FIRE CHIEF	-	1
DEPUTY FIRE CHIEF	1	-
BATT CHIEF/SAFETY OFFICER	8	8
FIRE CAPTAIN	7	7
FIRE LIEUTENANT	25	24.5
FIRE ENGINEER	-	32
FIREFIGHTER	101	69
HEALTH & WELLNESS	1	0
FIRE CAPTAIN DAY SHIFT	1	-
TRAINING	2	3
BATT CHIEF/SAFETY OFFICER DAY SHIFT	-	1
FIRE CAPTAIN DAY SHIFT	-	-
FIRE LIEUTENANT DAY SHIFT	2	2
EMERGENCY MEDICAL SERVICES	1	2
DEPUTY FIRE CHIEF / MEDICAL	-	1
BATT CHIEF/SAFETY OFFICER DAY SHIFT	1	-
FIRE CAPTAIN DAY SHIFT	-	1
NURSES	-	-
OFFICE OF FIRE MARSHAL	10	10
FIRE MARSHAL	1	1
LEAD DEPUTY FIRE MARSHAL	1	1
DEPUTY FIRE MARSHAL III	2	3
DEPUTY FIRE MARSHAL II	1	1
DEPUTY FIRE MARSHAL I	2	1
LEAD PLAN REVIEWER	1	1
PLAN REVIEWER/INSPECTOR III	1	1
PERMIT TECHNICIAN	1	1
ADMIN SECRETARY I	-	-
GRAND TOTAL FTES	185	187

- FTE Budget: Salaries & Benefit By Category

10-Salaries and Wages	\$23,397,578
100-Salaries	\$20,370,856
101-Separation Pay	\$545,000
110-Overtime	\$1,841,259
Admin-Overtime	\$1,377
Comm-Overtime	\$3,168
EMS-Overtime	\$54,616
External Training-Overtime	\$5,931
Fire Marshal-Overtime	\$55,105
Fleet-Overtime	\$0
H&W-Overtime	\$6,671
Hazmat-Overtime	\$34,974
Internal Training-Overtime	\$312,350
IT-Overtime	\$0
Logistics-Overtime	\$11,737
Planning-Overtime	\$9,364
Response OPS-Overtime	\$1,189,850
SCBA-Overtime	\$20,304
Tech Rescue-Overtime	\$68,798
Water-Overtime	\$54,944
Wild Land-Overtime	\$12,070
111-Acting Pay Overtime	\$58,437
112-Promotions/Onboarding Overtime	\$55,628
113-Explorer Program Overtime	\$6,041
114-Meeting Overtime	\$92,231
115-Physicals Overtime	\$26,756
116-Community Outreach Overtime	\$73,957
117-Union Business Overtime	\$12,000
118-FDCARES Overtime	\$315,413
20-Payroll Tax and Benefits	\$7,519,992
200-FICA	\$512,948
201-Workers Comp	\$989,309
202-Paid Medical/Family Leave	\$30,238
210-Pension Retirement	\$1,436,846
220-Group Life Insurance	\$50,068
221-Longterm Disability	\$24,927
230-Medical Insurance	\$3,417,810
231-Medical Insurance - LEOFF	\$62,064
232-VEBA	\$668,118
233-MERP	\$137,700
240-Uniform Allowance	\$171,964
241-Health & Wellness	\$18,000
Grand Total	\$30,917,570

Other Funds

Fund	Contingency Fund	Operating Reserve Fund	Fleet Fund	Facilities Improvement Fund	Equipment Fund	IT Fund	TOTAL
Beginning Balance	\$ 188,836	\$ 1,766,056	\$ 3,184,479	\$ 1,008,393	\$ 1,264,918	\$ 297,806	\$ 7,710,488
Revenues							
Transfer In	\$ 25,000	\$ 1,718,548	\$ 1,000,000	\$ 2,000,000	\$ 373,174	\$ 600,000	\$ 5,716,722
Investment Income	\$ 2,000	\$ 30,000	\$ 30,000	\$ 15,000	\$ 20,000	\$ 5,000	\$ 102,000
Other Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures							
Capital Outlay	\$ -	\$ -	\$ 1,067,956	\$ 1,241,107	\$ 123,174	\$ 215,000	\$ 2,647,237
Ending Balance	\$ 215,836	\$ 3,514,604	\$ 3,146,523	\$ 1,782,286	\$ 1,534,918	\$ 687,806	\$10,881,973

2020 BUDGET WITH YEAR-OVER-YEAR COMPARISONS

High Level Category	Category	2019 Budget	2020 Budget	2019 vs 2020
10-Salaries and Wages	10-Salaries & Wages	\$ 19,455,964.00	\$ 20,915,856.00	7.50%
	11-Overtime	\$ 2,366,018.00	\$ 2,481,722.00	4.89%
20-Payroll Tax and Benefits	20-Payroll Tax	\$ 1,319,296.00	\$ 1,532,495.00	16.16%
	21-Retirement	\$ 1,350,304.00	\$ 1,436,846.00	6.41%
	22-Life Insurance	\$ 68,999.00	\$ 74,995.00	8.69%
	23-Medical	\$ 4,309,070.00	\$ 4,285,692.00	-0.54%
	24-Other Benefit	\$ 183,701.00	\$ 189,964.00	3.41%
30-Supplies	30-General Supplies	\$ 68,232.00	\$ 96,323.00	41.17%
	31-Fuel	\$ 15,600.00	\$ 114,135.00	631.63%
	33-Operating Supplies	\$ 236,533.00	\$ 323,841.00	36.91%
32-Small Tools	32-Small Tools & Equipment	\$ 730,262.00	\$ 1,036,080.00	41.88%
34-Furnishings	34-Furnishing	\$ 59,145.00	\$ 30,000.00	-49.28%
35-Appliances	35-Appliance	\$ 4,200.00	\$ 22,200.00	428.57%
40-Professional Services	40-Professional Services	\$ 4,588,923.00	\$ 2,845,367.00	-37.99%
41-Communication	41-Communication	\$ 50,419.00	\$ 227,084.00	350.39%
42-Travel	42-Travel	\$ 84,449.00	\$ 105,120.00	24.48%
43-Training	43-Training	\$ 94,716.00	\$ 127,954.00	35.09%
44-Repair & Maintenance	44-Repair & Maintenance	\$ 50,800.00	\$ 58,650.00	15.45%
45-Insurance/Tax	45-Insurance/Tax	\$ 160,550.00	\$ 187,208.00	16.60%
46-Misc Services	46-Misc Services	\$ 699,997.00	\$ 470,830.00	-32.74%
47-Utilities	47-Utilities	\$ 30,000.00	\$ 408,543.00	1261.81%
48-Operating Rentals	48-Operating Rental	\$ 5,000.00	\$ 1,000.00	-80.00%
50-Intergov Services	50-Intergovernmental Services	\$ -	\$ 5,400.00	0.00%
80-Debt Service	80-Debt Service	\$ -	\$ -	0.00%
81-Transfers Out	00-Transfers-Out	\$ 5,895,045.00	\$ 5,716,722.00	-3.02%
Grand Total		\$ 41,827,223.00	\$ 42,694,027.00	2.07%

2020 BUDGET PROPOSED VS FINAL

Account	Account Name	2020 Proposed Budget	2020 Final Budget	Change
001-311.10.01.100	Property Tax	\$ (17,112,119.00)	\$ (17,331,216.00)	\$ (219,097.00)
001-337.00.02.103	KC EMS Levy	\$ (2,083,248.00)	\$ (2,062,015.00)	\$ 21,233.00
001-342.21.03.107	Fire Protection Services - Schools / KC	\$ (27,600.00)	\$ (70,869.00)	\$ (43,269.00)
001-342.25.03.104	Fire Benefit Charge	\$ (16,843,098.00)	\$ (16,877,336.00)	\$ (34,238.00)
001-342.25.03.105	Fire Benefit Charge - Delinquent	\$ (170,000.00)	\$ (177,725.00)	\$ (7,725.00)
001-522.10.30.303	Governance-Uniforms	\$ -	\$ 700.00	\$ 700.00
001-522.11.10.100	Admin-Salaries	\$ 1,316,095.00	\$ 1,335,884.00	\$ 19,789.00
001-522.11.20.200	Admin-FICA	\$ 85,693.00	\$ 87,207.00	\$ 1,514.00
001-522.11.20.202	Admin-Paid Medical/Family Leave	\$ 1,939.00	\$ 1,967.00	\$ 28.00
001-522.11.21.210	Admin-Pension Retirement	\$ 151,095.00	\$ 153,641.00	\$ 2,546.00
001-522.11.22.220	Admin-Group Life Insurance	\$ 3,550.00	\$ 3,603.00	\$ 53.00
001-522.11.22.221	Admin-Longterm Disability	\$ 9,964.00	\$ 10,113.00	\$ 149.00
001-522.11.40.400	Admin-Professional Services	\$ 93,825.00	\$ 83,590.00	\$ (10,235.00)
001-522.12.32.321	IT-Computer/Electronics	\$ 191,000.00	\$ 192,800.00	\$ 1,800.00
001-522.12.32.322	IT-Software	\$ 227,000.00	\$ 277,000.00	\$ 50,000.00
001-522.12.41.412	IT-Telephone	\$ 31,000.00	\$ 34,680.00	\$ 3,680.00
001-522.13.42.420	Planning-Travel	\$ 10,400.00	\$ 17,400.00	\$ 7,000.00
001-522.13.43.430	Planning-Training/Registration	\$ 4,300.00	\$ 7,300.00	\$ 3,000.00
001-522.14.10.100	Logistics-Salaries	\$ 407,542.00	\$ 409,167.00	\$ 1,625.00
001-522.14.20.200	Logistics-FICA	\$ 9,844.00	\$ 9,969.00	\$ 125.00
001-522.14.20.202	Logistics-Paid Medical/Family Leave	\$ 601.00	\$ 604.00	\$ 3.00
001-522.14.21.210	Logistics-Pension Retirement	\$ 26,541.00	\$ 26,750.00	\$ 209.00
001-522.14.22.220	Logistics-Group Life Insurance	\$ 995.00	\$ 999.00	\$ 4.00
001-522.14.22.221	Logistics-Longterm Disability	\$ 1,829.00	\$ 1,842.00	\$ 13.00
001-522.20.20.200	Response OPS-FICA	\$ 281,789.00	\$ 281,880.00	\$ 91.00
001-522.20.21.210	Response OPS-Pension Retirement	\$ 1,000,516.00	\$ 1,000,837.00	\$ 321.00
001-522.20.40.400	Response OPS-Professional Services	\$ 83,500.00	\$ 77,500.00	\$ (6,000.00)
001-522.20.44.440	Response OPS-Repair/Maint	\$ 6,000.00	\$ -	\$ (6,000.00)
001-522.24.33.331	Comm-Repair Parts	\$ 6,000.00	\$ 10,500.00	\$ 4,500.00
001-522.27.11.110	EMS-Overtime	\$ 4,682.00	\$ 54,616.00	\$ 49,934.00
001-522.27.20.200	EMS-FICA	\$ 5,142.00	\$ 5,977.00	\$ 835.00
001-522.27.21.210	EMS-Pension Retirement	\$ 18,899.00	\$ 21,855.00	\$ 2,956.00
001-522.27.40.400	EMS-Professional Services	\$ 412,000.00	\$ 448,000.00	\$ 36,000.00
001-522.27.44.440	EMS-Repair/Maint	\$ -	\$ 6,000.00	\$ 6,000.00
001-522.30.10.100	Fire Marshal-Salaries	\$ 994,912.00	\$ 996,126.00	\$ 1,214.00
001-522.30.20.200	Fire Marshal-FICA	\$ 76,322.00	\$ 76,414.00	\$ 92.00
001-522.30.20.202	Fire Marshal-Paid Medical/Family Leave	\$ 1,468.00	\$ 1,470.00	\$ 2.00
001-522.30.21.210	Fire Marshal-Pension Retirement	\$ 128,297.00	\$ 128,453.00	\$ 156.00
001-522.41.11.110	External Training-Overtime	\$ 14,579.00	\$ 5,931.00	\$ (8,648.00)
001-522.45.11.110	Internal Training-Overtime	\$ 353,726.00	\$ 312,350.00	\$ (41,376.00)
001-522.45.40.400	Internal Training-Professional Services	\$ 35,000.00	\$ 56,384.00	\$ 21,384.00
001-522.50.10.100	Facilities-Salaries	\$ 179,240.00	\$ 186,887.00	\$ 7,647.00
001-522.50.20.200	Facilities-FICA	\$ 13,713.00	\$ 14,298.00	\$ 585.00
001-522.50.20.202	Facilities-Paid Medical/Family Leave	\$ 264.00	\$ 275.00	\$ 11.00
001-522.50.21.210	Facilities-Pension Retirement	\$ 23,051.00	\$ 24,035.00	\$ 984.00
001-522.50.22.220	Facilities-Group Life Insurance	\$ 502.00	\$ 523.00	\$ 21.00
001-522.50.22.221	Facilities-Longterm Disability	\$ 1,407.00	\$ 1,467.00	\$ 60.00
001-522.50.30.302	Facilities-Manuals/Books	\$ 500.00	\$ -	\$ (500.00)
001-522.50.30.303	Facilities-Uniforms	\$ 1,600.00	\$ -	\$ (1,600.00)
001-522.50.30.306	Facilities-Misc Supplies	\$ 1,000.00	\$ 4,000.00	\$ 3,000.00
001-522.50.32.320	Facilities-Small Tools	\$ 42,650.00	\$ 33,150.00	\$ (9,500.00)
001-522.50.32.322	Facilities-Software	\$ 7,900.00	\$ 7,200.00	\$ (700.00)
001-522.50.33.330	Facilities-Operating Supplies	\$ 41,839.00	\$ 38,439.00	\$ (3,400.00)
001-522.50.35.350	Facilities-Appliance	\$ 22,500.00	\$ 22,200.00	\$ (300.00)
001-522.50.40.400	Facilities-Professional Services	\$ 375,100.00	\$ 359,600.00	\$ (15,500.00)
001-522.50.42.420	Facilities-Travel	\$ 7,500.00	\$ -	\$ (7,500.00)

2020 BUDGET PROPOSED VS FINAL

Account	Account Name	2020 Proposed Budget	2020 Final Budget	Change
001-522.50.43.430	Facilities-Training/Registration	\$ 3,800.00	\$ 1,000.00	\$ (2,800.00)
001-522.50.44.440	Facilities-Repair/Maint	\$ 20,000.00	\$ 30,000.00	\$ 10,000.00
001-522.50.46.462	Facilities-Memberships	\$ 2,000.00	\$ 400.00	\$ (1,600.00)
001-522.50.46.465	Facilities-Misc Services	\$ 2,200.00	\$ -	\$ (2,200.00)
001-522.50.46.467	Facilities-Certification	\$ 3,000.00	\$ -	\$ (3,000.00)
001-522.50.47.470	Facilities-Electricity	\$ 170,000.00	\$ 212,348.00	\$ 42,348.00
001-522.50.47.471	Facilities-Gas	\$ 31,000.00	\$ 103,695.00	\$ 72,695.00
001-522.50.47.472	Facilities-Water/Sewer	\$ 26,000.00	\$ 56,000.00	\$ 30,000.00
001-522.60.32.320	Fleet-Small Tools	\$ 6,230.00	\$ 2,730.00	\$ (3,500.00)
001-522.60.33.330	Fleet-Operating Supplies	\$ -	\$ 3,400.00	\$ 3,400.00
001-522.60.40.400	Fleet-Professional Services	\$ 16,500.00	\$ 7,500.00	\$ (9,000.00)
001-522.60.40.407	Fleet-ILA	\$ 232,000.00	\$ 249,804.00	\$ 17,804.00
001-597.00.00.902	Transfer Out for Operating Reserve	\$ 1,806,371.00	\$ 1,718,548.00	\$ (87,823.00)
001-597.00.00.903	Transfer Out for IT Reserve	\$ 500,000.00	\$ 600,000.00	\$ 100,000.00



Governing Board Agenda Item

SUBJECT/TITLE: Approval of Employment Contracts

STAFF CONTACT: Marshall

SUMMARY STATEMENT:

Employment contracts are used for Executive Team members to outline employment terms and conditions. Updated contracts are presented for Governance Board approval.

FISCAL IMPACT:

Expenditure _____ Revenue _____

Currently in the Budget Yes ☒ No ☐

SUMMARY OF ACTION:

New contracts are required due to promotions, expiration of existing contracts, and updated language.

Reviewed by Legal Yes ☐ No ☐

EXHIBITS:

Employment Contracts

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

I move that we approve the Executive Team employment contracts as presented.