

City of Meridian FY2024 Budget Amendment Form

Personnel Costs

Full Time Equivalent (FTE): 18.0

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	2211	41200	5042	Wages	\$ 815,907
01	2211	41206	5042	PT/Seasonal Wages	\$ -
01	2211	41210	5042	Overtime	\$ 126,000
01	2211	41304	5042	Uniform Allowance	\$ -
01	2211	42021	5042	FICA	\$ 72,056
01	2211	42022	5042	PERSI	\$ 124,897
01	2211	42024	5042	Worker's Comp	\$ 38,336
01	2211	42025	5042	Employee Insurance	\$ 203,753

Total Personnel Costs \$ 1,380,949*Please only complete the fields***Amendment Details**

Title:	SAFER Grant 18 Firefighters
Department Name:	Fire
Presenting Department Name:	Fire
Department #:	2210
Primary Funding Source:	1
CIP#:	N/A
Project #:	5042

Is this for an Emergency? ☐ Yes ☒ No
 New Level of Service? ☒ Yes ☐ No

Operating Expenditures

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	One-Time	On-Going	Total
01	2210	51300	5042	Office Expense - \$25 per person per year		\$ 450	\$ 450
01	2210	51400	5042	Copier Expense - \$10 per person per year		\$ 180	\$ 180
01	2210	52013	5042	Employee Recognition and Coffee - \$60 per person		\$ 1,080	\$ 1,080
01	2210	52300	5042	Clothing Expense - Start up, \$4,000 per person. \$725 per person each year	\$ 72,000	\$ 13,050	\$ 85,050
01	2210	52301	5042	SCBA/Bottles/Co Tester - Mask and regulator per person (18 @ \$2,500). Ongoing SCBA costs for Mtn & Replacement, Fit testing	\$ 45,000	\$ 18,000	\$ 63,000
01	2210	54000	5042	Equipment & Supplies		\$ 3,600	\$ 3,600
01	2210	54104	5042	Turnout Equipment - \$4,000 per person. \$1,500 ea per person every year	\$ 60,000	\$ 27,000	\$ 87,000
01	2210	55301	5042	Preventative Health Exp - \$915 ea. Every other year (9)		\$ 8,235	\$ 8,235
01	2210	55410	5042	Background/Employment Testing - \$915 ea. For first pre employment exam (18)	\$ 16,470		\$ 16,470
01	2250	57200	5042	Employee Seminars/Training/Licenses - \$250 per position every other year		\$ 2,250	\$ 2,250
01	2250	57202	5042	Travel-Transportation - \$250 per position every other year		\$ 2,250	\$ 2,250
01	2250	57203	5042	Travel-Lodging - \$250 per position every other year		\$ 2,250	\$ 2,250
01	2250	57204	5042	Travel-Per Diem - \$250 per position every other year		\$ 2,250	\$ 2,250
01	2210	56103	5042	Capital - Communication Equipment - 8 @ \$10,100ea	\$ 80,800		\$ 80,800
01	2210	60101	5042	Dues/City licenses/Publications - 18 at \$25ea		\$ 450	\$ 450
01	2210	69400	5042	Holiday Expense - 18 at \$15ea		\$ 270	\$ 270
01	1840	69900	5042	City Summer Picnic - 18 at \$10ea		\$ 180	\$ 180

Total Operating Expenditures \$ 274,270 \$ 81,495 \$ 355,765**Clerks Office Stamp****Date of Council Approval** _____

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Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	2210		5042		
01	2210		5042		
01	2210		5042		
01	2210		5042		
01	2210		5042		
Total Capital Outlay					\$ -

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	2210	33100	5042	SAFER Grant - 18 Firefighters (annual FEMA Funding)	\$ 1,803,402
01	2210		5042	(FEMA Award \$6,105,783.06) over 3 years)	
01	2210		5042		
Total Revenue/Donations					\$ 1,803,402

Acknowledgement	Date
Signature Department Director	12/11/2023
Chief Financial Officer	
Council Liaison	
Mayor	

REVIEWED
By Todd Lavoie at 5:10 pm, Dec 11, 2023

Total Amendment Request \$ (66,688)

Total Amendment Cost - Lifetime

	Prior Year(s) Funding	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Fiscal Year 2028
Personnel		\$ 1,380,949	\$ 2,640,305	\$ 2,859,336	\$ 3,123,148	\$ 3,242,103
Operating		\$ 355,765				
Capital		\$ -				
Total	\$ -	\$ 1,736,714	\$ 2,640,305	\$ 2,859,336	\$ 3,123,148	\$ 3,242,103
Total Estimated Project Cost: \$ 13,601,606						

Department Name: Fire

Title: SAFER Grant 18 Firefighters

Instructions for Submitting Budget Amendments:

> Department will send Amendment with Directors signature to Finance (Budget Manager) for review

> Finance will send Amendment to Council Liaison for signature

> Council Liaison will send signed Amendment to Mayor

> Mayor will send signed Amendment to Finance (Budget Manager)

> Finance (Budget Manager) will send approved copy of Amendment to Department

> Department will add copy of Amendment to Council Agenda using Municode Agenda Manager

City of Meridian FY2024 Budget Amendment Form

Evaluation Questions

Please answer all Evaluation Questions using the financial data referenced above.

1. Describe what is being requested?

After receiving a reduction in staffing number from the SAFER grant administrator, it was determined by City Finance that there will be expenses related to the 18 firefighters that is not covered by the conditions or funding of the grant during the three year performance period.

2. Why was this budget request not submitted during the current fiscal year budget cycle?

The SAFER grant was awarded to the City after the formal budget process was completed.

3. What is the explanation for not submitting this budget request during the next fiscal year budget cycle?

The SAFER grant was awarded per Federal timelines and requires a specific hiring timeline of employees. Delaying any hiring will place the City in default of grant requirements.

4. Describe the proposed method of funding? If funding is split between Funds (i.e. General, Enterprise, Grant), please include the percentage split. List the amounts and sources of anticipated additional revenue that will result from approval of this request.

The SAFER grant will provide funding for year #1. For years #2 and #3, the SAFER grant will fund a majority of the costs. It is estimated that year #2 will require \$545,000 and year #3 will require \$652,000 from General Fund Fund Balance. The City will need to acquire new revenues to pay for the employees after the SAFER grant expires.

5. Does this request align with the Department/City's strategic plan? If not, please explain how this request was not included in the Department/City strategic plan?

Yes

6. Does this request require resources to be provided by other departments? If yes, please describe the necessary resources to be provided by other departments.

No

7. Does this Amendment include any needed Equipment or Software that will utilize the City's network? (Yes or No)

No

8. Is the amendment going to result in the disposal of an asset? (Yes or No)

no

9. Any additional comments?

The funding request for the Personnel section represents needs for March through September only.

Total Amendment Request \$ (66,688)

Every effort should be made to avoid reopening the budget for an amendment. Departments will need to provide back up and appear before the City Council to justify budget amendments. Budget amendments are intended for emergency or mandatory changes to the original balanced budget. Changes to the original balanced budget may cause a funding shortfall.

SAFER Grant Summary Analysis

	FY2024	FY2025	FY2026	FY2027	FY2028	Totals
	<u>2/26/24 - 9/30/24</u>	<u>10/1/24 - 9/30/25</u>	<u>10/1/25 - 9/30/26</u>	<u>10/1/26 - 9/30/27</u>	<u>10/1/27 - 9/30/28</u>	
SAFER Grant Funding	\$ 1,803,401.82	\$ 2,095,383.24	\$ 2,206,998.00			\$ 6,105,783.06
Firefighter Costs	\$ 1,736,713.98	\$ 2,640,305.36	\$ 2,859,336.04	\$ 3,123,148.02	\$ 3,242,102.70	\$ 13,601,606.10
Difference	<u>\$ 66,687.84</u>	<u>\$ (544,922.12)</u>	<u>\$ (652,338.04)</u>	<u>\$ (3,123,148.02)</u>	<u>\$ (3,242,102.70)</u>	<u>\$ (7,495,823.04)</u>

SAFER Grant - Funding Schedule

This tab displays the funding schedule

	FY2024	FY2025	FY2026	Total Funding
	2/26/24 - 9/30/24	10/1/24 - 9/30/25	10/1/25 - 9/30/26	
Personnel	\$ 1,244,347.26	\$ 1,445,814.44	\$ 1,522,828.62	\$ 4,212,990.31
Fringe Benefits	\$ 559,054.56	\$ 649,568.80	\$ 684,169.38	\$ 1,892,792.75
	<u>\$ 1,803,401.82</u>	<u>\$ 2,095,383.24</u>	<u>\$ 2,206,998.00</u>	<u>\$ 6,105,783.06</u>

From: "Hankerson, Kenyata" <kenyata.hankerson@fema.dhs.gov>

Date: December 11, 2023 at 2:20:43 PM MST

To: Kris Blume <kblume@meridiancity.org>

Subject: RE: Meridian Fire Department 2022 SAFER, EMW-2022-FF-00747 (Amendment)

External Sender - Please use caution with links or attachments.

NOT TO EXCEED

YEAR 1 \$1,803,401.82

YEAR 2 \$2,095,383.24

YEAR 3 \$2,206,998.00

TOTAL - \$6,105,783.06

\$2,035,261.02 was subtracted from total grant

12/11/2023

5:11 PM

F:\Accounting\Grants\5042 FEMA SAFER Grant\SAFER Grant Funding and Expenses

Firefighter Personnel Costs Analysis

This tab displays the total actual City costs per firefighter.

	FY2024 FF1	FY2025 FF2	FY2026 FF3	FY2027 FF4	FY2028 FF5
Base Wage	\$ 23.93	\$ 26.62	\$ 29.61	\$ 33.26	\$ 34.76
Annual Wage	\$ 66,245.66	\$ 73,677.49	\$ 81,960.17	\$ 92,064.50	\$ 96,202.18
Annual FLSA	\$ 5,459.81	\$ 6,072.32	\$ 6,754.96	\$ 7,587.73	\$ 7,928.75
Specialty Pay Estimate	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Overtime Estimate	\$ 12,000.00	\$ 12,000.00	\$ 12,292.80	\$ 12,592.74	\$ 12,900.01
Total Annual Wages	\$ 89,705.46	\$ 97,749.81	\$ 107,007.93	\$ 118,244.98	\$ 123,030.94

FICA	7.65%	\$ 6,862.47	\$ 7,477.86	\$ 8,186.11	\$ 9,045.74	\$ 9,411.87
Work Comp	4.07%	\$ 3,651.01	\$ 3,978.42	\$ 4,355.22	\$ 4,812.57	\$ 5,007.36
PERSI	13.26%	\$ 11,894.94	\$ 12,961.63	\$ 14,189.25	\$ 15,679.28	\$ 16,313.90
Medical/Dental/Vision		\$ 19,405.07	\$ 19,878.55	\$ 20,363.59	\$ 20,860.46	\$ 21,369.46

Total Benefits Costs	\$ 41,813.49	\$ 44,296.46	\$ 47,094.17	\$ 50,398.06	\$ 52,102.58
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Total Personnel Costs	\$ 131,518.96	\$ 142,046.27	\$ 154,102.10	\$ 168,643.03	\$ 175,133.53
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Office Supplies	\$ 25.00	\$ 25.61	\$ 26.23	\$ 26.88	\$ 27.53
Copier Expense	\$ 10.00	\$ 10.24	\$ 10.49	\$ 10.75	\$ 11.01
Employee Recognition	\$ 60.00	\$ 61.46	\$ 62.96	\$ 64.50	\$ 66.07
Clothing	\$ 4,725.00	\$ 742.69	\$ 760.81	\$ 779.38	\$ 798.39
SCBA Equipment	\$ 3,500.00	\$ 1,024.40	\$ 1,049.40	\$ 1,075.00	\$ 1,101.23
Equipment	\$ 200.00	\$ 204.88	\$ 209.88	\$ 215.00	\$ 220.25
Turnout Equipment	\$ 4,833.33	\$ 1,536.60	\$ 1,574.09	\$ 1,612.50	\$ 1,651.85
Preventative Health	\$ 457.50	\$ 468.66	\$ 480.10	\$ 491.81	\$ 503.81
Background Testing	\$ 915.00	\$ -	\$ -	\$ -	\$ -
Seminars/Training	\$ 125.00	\$ 128.05	\$ 131.17	\$ 134.38	\$ 137.65
Travel - Transportation	\$ 125.00	\$ 128.05	\$ 131.17	\$ 134.38	\$ 137.65
Travel - Lodging	\$ 125.00	\$ 128.05	\$ 131.17	\$ 134.38	\$ 137.65
Travel - Per Diem	\$ 125.00	\$ 128.05	\$ 131.17	\$ 134.38	\$ 137.65
Dues, Licenses, Publications	\$ 25.00	\$ 25.61	\$ 26.23	\$ 26.88	\$ 27.53
Holiday Expense	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
City Summer Picnic	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00

Total Operating Expenses	\$ 15,275.83	\$ 4,637.36	\$ 4,749.90	\$ 4,865.19	\$ 4,983.29
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Radios	\$ 80,800.00
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Total Employee Cost	\$ 227,594.79	\$ 146,683.63	\$ 158,852.00	\$ 173,508.22	\$ 180,116.82
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18	\$ 2,640,305.36	\$ 2,859,336.04	\$ 3,123,148.02	\$ 3,242,102.70
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March - Sepebmert (7 months)	
Personnel - Wages	\$ 45,328.19
Personnel - Overtime	\$ 7,000.00
Personnel - Benefits	\$ 24,391.20
Operating	\$ 15,275.83
Radios	\$ 10,100.00
	\$ 102,095.22

Personnel - Wages	18	\$ 815,907.37
Personnel - Overtime	18	\$ 126,000.00
Personnel - Benefits	18	\$ 439,041.67
Operating	18	\$ 274,964.94
Radios	8	\$ 80,800.00
		\$ 1,736,713.98