



Memorandum

Date: 9/12/2023

Meeting of: Committee of the Whole - Finance, Administration, and Communications

File No. CM 23-423

Type: Committee Memo

TO: Committee of the Whole - Finance, Administration, and Communications

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Finance	Kelley Cochran	425-556-2189
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DEPARTMENT STAFF:

Finance	Marissa Flynn	Sr. Financial Analyst
Finance	Haritha Narra	Financial Planning Manager

TITLE:

2nd Quarter 2023 Overtime Report

OVERVIEW STATEMENT:

For Council's review in Attachment A is the Quarterly Overtime Report that provides data from January 1, 2023 through June 30, 2023.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Key highlights from the Quarterly Overtime Report include the following:

- **Citywide** overtime costs total \$2.91 million and are 9.9% ahead of budget expectations.
- **Total Salaries**, including regular salaries and overtime, are trending 1.2% or \$2.15 million under budget.
- **Fire Department** overtime costs total \$2.09 million and are trending 8.2% ahead of budget expectations primarily driven by firefighter backfill while new recruits attend the Fire Academy.
- **Police Department** overtime costs total \$572 thousand and are trending 17.5% ahead of budget expectations primarily driven by significant position vacancies resulting in regular salary savings of \$1.02 million.
- **All Other Departments'** overtime costs total \$252 thousand and are trending 10.9% ahead of budget expectations, primarily due to increased Right of Way (ROW) inspection workload.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:**Total Cost:**

N/A

Approved in current biennial budget:☐ Yes☐ No☒ N/A**Budget Offer Number:**

N/A

Budget Priority:

Healthy and Sustainable, Safe and Resilient, Strategic and Responsive, and Vibrant and Connected

Other budget impacts or additional costs:☐ Yes☐ No☒ N/A***If yes, explain:***

N/A

Funding source(s):

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N/A

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

Attachment A: 2nd Quarter 2023 Overtime Report