

**Firefighters' Retirement System  
Budget to Actual Comparison**

Line No.	Category	Budget	Actual	Over/Under	% Expended	Explanation
		Jul 2017-Jun 2018	Jul 2017-Dec 2017			
1	<b>ADMINISTRATIVE</b>					
2	Salaries Expense	721,440	304,779	(416,661)	42%	
3	Payroll Tax Expense	11,370	5,557	(5,813)	49%	
4	Employee Retirement Cost	166,715	76,288	(90,427)	46%	
5	Employee Health Insurance Expense	104,745	44,599	(60,146)	43%	
6	Employee Life Insurance Expense	1,390	632	(758)	45%	
7	<b>SUBTOTAL ADMINISTRATIVE</b>	<b>1,005,660</b>	<b>431,855</b>	<b>(573,804)</b>	<b>43%</b>	
8	<b>PROFESSIONAL SERVICES</b>					
9	Medical Examinations	12,000	4,895	(7,105)	41%	
10	Accounting Fees	93,065	79,730	(13,335)	86%	Invoices billed as reports are issued; only one report issued thru 12/31
11	Actuarial Fees	78,400	34,488	(43,913)	44%	
12	IT Support Expense	90,500	39,995	(50,505)	44%	
13	Member Death Research Fees	2,205	2,100	(105)	95%	One time expense paid in first quarter
14	Contract Services	18,500	16,150	(2,350)	87%	Investment services is majority of expense; one time expense for yr
15	Other Legal Fees	175,000	79,096	(95,904)	45%	
16	FRS Fletcher Legal Expenses	797,875	385,072	(412,803)	48%	
17	<b>SUBTOTAL PROFESSIONAL SERVICES</b>	<b>1,267,545</b>	<b>641,526</b>	<b>(626,019)</b>	<b>51%</b>	
18	<b>OFFICE</b>					
19	Printing Expense	4,500	3,397	(1,103)	75%	Ordered add'l 7,500 envelopes to replace envelopes in board room
20	Postage Expense	33,500	18,325	(15,175)	55%	
21	Office Expenses	34,000	17,657	(16,343)	52%	
22	Dues and Subscriptions	9,000	2,200	(6,800)	24%	
23	Advertising Expense	4,000	2,006	(1,994)	50%	
24	<b>Building &amp; Maintenance Expense:</b>					
25	Utilities	17,000	6,332	(10,668)	37%	
26	Telephone	5,850	2,235	(3,615)	38%	
27	Insurance	6,830	6,727	(103)	98%	One time expense for full year
28	Equipment Maintenance	2,500	120	(2,380)	5%	
29	Building & Grounds Maintenance	38,075	19,301	(18,774)	51%	
30	Depreciation	45,000	20,805	(24,195)	46%	
31	Miscellaneous expense	0	31	31	0%	
32	Total Building & Grounds Maintenance Expense	115,255	55,551	(59,704)	48%	
33	<b>SUBTOTAL OFFICE</b>	<b>200,255</b>	<b>99,136</b>	<b>(101,118)</b>	<b>50%</b>	

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		Jul 2017-Jun 2018	Jul 2017-Dec 2017			
34	<b>TRAVEL</b>					
35	<b>Board Members Travel Expense:</b>					
36	Board Meetings	14,420	4,803	(9,617)	33%	
37	Conferences/Workshops	11,145	1,645	(9,500)	15%	
38	Board Business	3,000	0	(3,000)	0%	
39	<b>Subtotal Board Travel Expense</b>	<b>28,565</b>	<b>6,448</b>	<b>(22,117)</b>	<b>23%</b>	
40	<b>Staff Travel Expense:</b>					
41	Legal Support	3,000	0	(3,000)	0%	
42	Conferences/Workshops	1,100	0	(1,100)	0%	
43	Due Diligence Reviews	3,000	0	(3,000)	0%	
44	FRS Retirement Presentations/Misc.	750	339	(411)	45%	
45	Routine	150	47	(103)	31%	
46	<b>Subtotal Staff Travel Expense</b>	<b>8,000</b>	<b>386</b>	<b>(7,614)</b>	<b>5%</b>	
47	<b>Hotel Expenses:</b>					
48	Board - Board Meetings	5,550	1,188	(4,362)	21%	
49	Board - Conferences/Workshops	14,030	3,656	(10,374)	26%	
50	Board - Board Business	0	226	226	0%	
51	Staff - Legal Support	500	0	(500)	0%	
52	Staff - Conferences/Workshops	1,040	0	(1,040)	0%	
53	Staff - Due Diligence Reviews	1,600	0	(1,600)	0%	
54	Staff - FRS Retirement Presentations/Misc.	1,200	263	(937)	22%	
55	<b>Subtotal Hotel Expense</b>	<b>23,920</b>	<b>5,333</b>	<b>(18,588)</b>	<b>22%</b>	
56	<b>OTHER</b>					
57	Board Per Diem	6,300	1,425	(4,875)	23%	
58	Conference Registration - Board	4,550	1,550	(3,000)	34%	
59	Staff Training/Continuing Education	7,600	3,726	(3,874)	49%	
60	<b>SUBTOTAL OTHER</b>	<b>18,450</b>	<b>6,701</b>	<b>(11,749)</b>	<b>36%</b>	
61	<b>GRAND TOTAL</b>	<b>2,552,395</b>	<b>1,191,385</b>	<b>(1,361,009)</b>	<b>47%</b>	
<b>Capital Items:</b>						
62	Replace Alarm Panel w/three additional security cameras	3,500	-			
63	2 Scanners for Member Files + installation	7,000	-			
64	PC for Large Scanner	1,000	-			
65	Installation of Scanning Software	9,500	-			
66	Backup Device (Professional -grade NAS)	3,000	-			
67	Total Capital Items	\$ 24,000	\$ -			