

City of Meridian FY2021 Budget Amendment Form



Personnel Costs

Full Time Equivalent (FTE): -

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
20	2123	41200	5008	Wages	
20	2123	41206	5008	PT/Seasonal Wages	
20	2123	41210	5008	Overtime	\$ 28,462
20	2123	41304	5008	Uniform Allowance	
20	2123	42021	5008	FICA	\$ 2,177
20	2123	42022	5008	PERSI	\$ 3,398
20	2123	42023	5008	Worker's Comp	\$ 962
20	2123	42025	5008	Employee Insurance	\$ -
Total Personnel Costs					\$ 35,000

Please only complete the fields highlighted in Orange.

Amendment Details

Title: FY 21 Traffic Enforcement Grant

Department Name: Police

Presenting Department Name: Police

Department #: 2123

Primary Funding Source: 20

CIP#: n/a

Project #: 5008

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

Clerks Office Stamp

Date of Council Approval

Operating Expenditures

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	One-Time	On-Going	Total
20	2123	57202	5008	Travel Expenses	\$ 6,000		\$ 6,000
20	2123	57200	5008	Class Registration	\$ 2,000		\$ 2,000
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
20	2123		5008				\$ -
Total Operating Expenditures					\$ 8,000	\$ -	\$ 8,000

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
20	2123		5008		
20	2123		5008		
20	2123		5008		
20	2123		5008		
20	2123		5008		
20	2123		5008		
Total Capital Outlay					\$ -

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
20	2123	33100	5008	Grant Revenue	\$ 43,000
20	2123		5008		
20	2123		5008		
Total Revenue/Donations					\$ 43,000

Acknowledgement

Date

Joe Borton 11-12-2020
 Department Director

APPROVED
 By Todd Lavoie at 8:11 am, Nov 17, 2020

APPROVED
 By Brad Purser

Chief Financial Officer
APPROVED
 By Joe Borton 9:27 am 11/18/2020

Council Liaison
[Signature] 11-18-20
 Mayor

Total Amendment Request \$ (0)

Total Amendment Cost - Lifetime

City of Meridian FY2021 Budget Amendment Form

Prior Year(s) Funding	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Title:	Department Name:
Personnel	\$ 35,000					Instructions for Submitting Budget Amendments: > Department will send Amendment with Directors signature to Finance (Budget Analyst) 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 Analyst) > Finance (Budget Analyst) will send approved copy of Amendment to Department > Department will add copy of Amendment to Council Agenda using Novus Agenda Manager	Police
Operating	\$ 8,000	\$ -	\$ -	\$ -	FY 21 Traffic Enforcement Grant		
Capital	\$ -						
Total	\$ 43,000	\$ -	\$ -	\$ -	\$ -		
Total Estimated Project Cost: \$ 43,000							

Evaluation Questions

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

1.	Describe what is being requested? Spend Authority of \$43,000 for Grant award from ITD for Traffic Enforcement for Overtime of \$35,000 and travel/training of \$8,000. This grant has a 25% match from the City. This match can be a comprised of Regular patrol hours dedicated and mileage dedicated to traffic enforcements and Officers' hours during Drug Recognition Expert (DRE) training.
2.	Why was this budget request not submitted during the current fiscal year budget cycle? The grant award occurred after the FY21 budget cycle was completed.
3.	What is the explanation for not submitting this budget request during the next fiscal year budget cycle? Grant award is for FY21 - Oct 1 - Sept 30, 2021 - and cannot wait until the next budget cycle without losing the grant funding
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. Grant funding from Office of Highway Safety through ITD. Revenue neutral budget request.
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, Continue to provide public safety via enhanced traffic enforcements and additional DRE's on the Meridian Police Force.
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) <input style="width: 100px;" type="text" value="No"/>
8.	Is the amendment going to result in the disposal of an asset? (Yes or No) <input style="width: 100px;" type="text" value="No"/>
9.	Any additional comments? <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Total Amendment Request \$ (0)

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.



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Your Economic Opportunity**

IDAHO TRANSPORTATION DEPARTMENT
P.O. Box 7129 • Boise, ID 83707-1129
(208) 334-8000 • itd.idaho.gov

November 5, 2020

Sergeant Brandon Frazier
Meridian Police Department
1401 E Watertower St
Meridian, ID

RE: FORMAL AUTHORIZATION TO PROCEED

Dear Sergeant Frazier,

Enclosed is the final copy of Meridian Police Department's FFY2021 Highway Safety Grant (Traffic Enforcement Section 402 and Catalog Federal Domestic Assistance 20.600), Traffic Safety Grant Number SPT2103 signed and approved by the Highway Safety Manager. Please consider this your formal authorization to proceed with all grant activities effective immediately.

You are authorized reimbursement with federal funds, up to the dollar amount of \$43,000 listed on the budget page of the grant document and the Office of Highway Safety (OHS) Grant Reimbursement Claim Form ITD 669.

Please pay close attention to all objectives for this grant and submit your quarterly reports by the 15th of the month following the end of each fiscal quarter beginning October 1, 2020 and submit your final report no later than October 15, 2021.

I am looking forward to working with you on this traffic safety grant and anticipate continued progress towards saving lives and making Meridian's roads safer. If you have any questions, please contact Denise Dinnauer at denise.dinnauer@itd.id.gov or 208-334-4460.

Sincerely,

A handwritten signature in black ink that reads "John Tomlinson".

John Tomlinson
Highway Safety Manager

Enclosure

Cc: Denise Dinnauer
