

City of Meridian FY2023 Budget Amendment Form

Personnel Costs

Full Time Equivalent (FTE): -

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
60	3200	41200	0	Wages	
60	3200	41206	0	PT/Seasonal Wages	
60	3200	41210	0	Overtime	
60	3200	41304	0	Uniform Allowance	
60	3200	42021	0	FICA	\$ -
60	3200	42022	0	PERSI	\$ -
60	3200	42023	0	Worker's Comp	\$ -
60	3200	42025	0	Employee Insurance	\$ -
Total Personnel Costs					\$ -

Operating Expenditures

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	One-Time	On-Going	Total
60	3200	54350	0	Computers and Printers	\$ 47,000		\$ 47,000
60	3200	53360	0	Software Expense	\$ 42,000		\$ 42,000
60	3200	54120	0	Electronics Expense	\$ 5,300		\$ 5,300
60	3200	53360	0	Software Expense		\$ 10,800	\$ 10,800
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
60	3200		0				\$ -
Total Operating Expenditures					\$ 94,300	\$ 10,800	\$ 105,100

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
60	3200	54350	0	Capital Computers & Printers	\$ 75,900
60	3200		0		
60	3200		0		
60	3200		0		
60	3200		0		
60	3200		0		
Total Capital Outlay					\$ 75,900

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
60	3200		0		
60	3200		0		
60	3200		0		
Total Revenue/Donations					\$ -



Please only complete the fields highlighted in Orange.

Amendment Details

Title: SCADA System Security Upgrades
 Department Name: Public Works
 Presenting Department Name: Public Works
 Department #: 3200
 Primary Funding Source: 60
 CIP#:
 Project #:

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

Clerks Office Stamp

Date of Council Approval

Acknowledgement	Date
 Department Director	10/28/22
REVIEWED By Todd Lavoie at 9:09 am, Nov 01, 2022	
Chief Financial Officer	
Approved Jessica Perreault 6:01 pm	11/2/22
 Council Liaison	
Mayor	11-3-22

Total Amendment Request \$ 181,000

Total Amendment Cost - Lifetime

BP 10/31/22

City of Meridian FY2023 Budget Amendment Form

	Prior Year(s) Funding	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Department Name: <u>Public Works</u> Title: <u>SCADA System Security Upgrades</u>
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -	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
Operating		\$ 105,100	\$ 10,800	\$ 10,800	\$ 10,800	\$ 10,800	
Capital		\$ 75,900					
Total	\$ -	\$ 181,000	\$ 10,800	\$ 10,800	\$ 10,800	\$ 10,800	
Total Estimated Project Cost: \$ 224,200							

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

- Describe what is being requested?**
This project would fund the needed equipment and software that will allow the IT Department to isolate the City's SCADA system from the main City system in the case of an emergency. This would provide improved security for both the SCADA and City systems that aligns with current best practices for industrial control systems.
- Why was this budget request not submitted during the current fiscal year budget cycle?**
This project was originally included in the early ARPA funding discussions and was not included in the preparation of the original FY23 budget. Because ARPA funding was utilized for other projects, a budget amendment is needed to begin work on this project.
- What is the explanation for not submitting this budget request during the next fiscal year budget cycle?**
This project is currently included in the FY24 CFP requests; however, waiting until FY24 to begin work will leave the SCADA system open to higher risk for a longer period of time. Additionally, current lead times are significant on many IT related items further driving the need to accelerate the funding to allow these long lead time items to be ordered.
- 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.**
Enterprise fund
- 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
- Does this request require resources to be provided by other departments? If yes, please describe the necessary resources to be provided by other departments.**
Yes, IT will complete the installation and configuration work.
- Does this Amendment include any needed Equipment or Software that will utilize the City's network? (Yes or No)**
Yes
- Is the amendment going to result in the disposal of an asset? (Yes or No)**
No
- Any additional comments?**
This is a joint request from Public Works and IT.

Total Amendment Request \$ 181,000

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.



Mayor Robert E. Simison

City Council Members:

Treg Bernt
Joe Borton
Luke Cavener

Brad Hoaglund
Jessica Perreault
Liz Strader

TO: Mayor Robert E. Simison
Members of the City Council

FROM: Laurelei McVey, PW Director
Dave Tiede, IT Director

DATE: 10/19/22

SUBJECT: BUDGET AMENDMENT FOR FY2023 IN THE AMOUNT OF \$181,000 FOR SCADA SYSTEM SECURITY UPGRADES.

I. RECOMMENDED ACTION

A. Move to:

1. Approve the SCADA System Security Upgrades Budget Amendment for \$181,000.
2. Authorize the Mayor to sign the amendment.

II. DEPARTMENT CONTACT PERSONS

Laurelei McVey, Director of Public Works	208-985-1259
Dave Tiede, Director of Information Technology	208-489-0496

III. DESCRIPTION

A. Background

This project would fund the needed equipment and software that will allow the IT Department to isolate the City's SCADA system from the main City system in the case of an emergency. This would provide improved security for both the SCADA and City systems that aligns with current best practices for industrial control systems.

B. Reason for Amendment

This project was originally included in the early ARPA funding discussions and was not included in the preparation of the original FY23 budget. Because ARPA funding was utilized for other projects, a budget amendment is needed to begin work on this project. This project is currently included in the FY24 CFP requests; however, waiting until FY24 to begin work will leave the SCADA system open to higher risk for a longer period of time. Additionally, current lead times are significant on many IT related items further driving the need to accelerate the funding to allow these long lead time items to be ordered.

Approved for Council Agenda: _____

A handwritten signature in black ink, appearing to be 'L. McVey', is written over a horizontal line.