

FY2022
City of Meridian ~~FY2021~~ Budget Amendment Form

Personnel Costs

Full Time Equivalent (FTE):

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1500	41200	0	Wages	
01	1500	41206	0	PT/Seasonal Wages	
01	1500	41210	0	Overtime	
01	1500	41304	0	Uniform Allowance	
01	1500	42021	0	FICA	\$ -
01	1500	42022	0	PERSI	\$ -
01	1500	42023	0	Worker's Comp	\$ -
01	1500	42025	0	Employee Insurance	\$ -
Total Personnel Costs					\$ -



Please only complete the fields highlighted in Orange.

Amendment Details

Title: **Audit Cost Increase**

Department Name: Finance

Presenting Department Name: Finance

Department #: 1500

Primary Funding Source: 1

CIP#:

Project #:

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
01	1500	55101	0	Audit Services		\$ 10,000	\$ 10,000
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
01	1500		0				\$ -
Total Operating Expenditures					\$ -	\$ 10,000	\$ 10,000

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1500		0		
01	1500		0		
01	1500		0		
01	1500		0		
01	1500		0		
01	1500		0		
Total Capital Outlay					\$ -

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1500		0		
01	1500		0		
01	1500		0		
Total Revenue/Donations					\$ -

Acknowledgement**Date**

Department Director

APPROVED

By Todd Lavoie at 9:14 am, Oct 20, 2021

Chief Financial Officer

Approved Treg Bernt 3:08 pm

10/29/2021

Council Liaison

10-29-21

Mayor

Total Amendment Request \$ 10,000

Total Amendment Cost - Lifetime

City of Meridian FY2021 Budget Amendment Form

	Prior Year(s) Funding	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Department Name: Finance
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -	Title: Audit Cost Increase
Operating		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	Instructions for Submitting Budget Amendments:
Capital		\$ -					> Department will send Amendment with Directors signature to Finance (Budget Analyst) for review
Total	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	> Finance will send Amendment to Council Liaison for signature
Total Estimated Project Cost: \$ 50,000							> 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

Evaluation Questions

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

1. Describe what is being requested?

This request is for additional funding to complete the annual audit for the City. With the addition of the Golf Course and Federal Funding (Covid relief), our audit needs have expanded.

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

The City did not have an estimate on the workload associated with the Golf Course or the Federal Funding that the City was taking on during the annual budget development process.

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

The City must conduct an annual audit to remain compliant. Postponing the audit would put the City out of compliance.

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.

General Fund Balance

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?

Current City Budget for FY22 = \$67,000

Estimated additional costs = \$7,000. Requesting \$10k to cover any possible unknowns with the Golf Course or Federal Funding. Will spend only what we need.

Total Amendment Request \$ 10,000

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.