

FY2022

10/27/2021 1:41 PM

City of Meridian FY2021 Budget Amendment Form



Personnel Costs

Full Time Equivalent (FTE):

Table with columns: Fund#, Dept.#, G/L#, Proj.#, G/L# Description, Total. Rows include Wages, PT/Seasonal Wages, Overtime, Uniform Allowance, FICA, PERSI, Worker's Comp, Employee Insurance. Total Personnel Costs \$ 35,000

Please only complete the fields highlighted in Orange.

Amendment Details

Title: FY 22 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 [x] No
New Level of Service? [ ] Yes [x] No

Clerks Office Stamp

Date of Council Approval

Operating Expenditures

Table with columns: Fund#, Dept.#, G/L#, Proj.#, G/L# Description, One-Time, On-Going, Total. Rows include DRE Training Travel Expenses, DRE Training Registration, and multiple empty rows. Total Operating Expenditures \$ 8,000

Capital Outlay

Table with columns: Fund#, Dept.#, G/L#, Proj.#, G/L# Description, Total. Rows include 7 empty rows. Total Capital Outlay \$ -

Revenue/Donations

Table with columns: Fund#, Dept.#, G/L#, Proj.#, G/L# Description, Total. Rows include Grant Revenue. Total Revenue/Donations \$ 43,000

Acknowledgement

Date

Signature of Department Director: Todd Lavoie, Date: 10/23/21

APPROVED By Todd Lavoie at 3:32 pm, Nov 04, 2021

BP 11/4/21

Chief Financial Officer: Approved Luke Cavener 5:04 pm 11/4/21

Council Liaison: Approved Luke Cavener 5:04 pm 11/4/21

Signature of Mayor: Luke Cavener, Date: 11-4-21

Total Amendment Request \$ (0)

Total Amendment Cost - Lifetime

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### 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	Title:	Department Name:
Personnel	\$ 35,000					<b>FY 22 Traffic Enforcement Grant</b> 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	\$ -	\$ -	\$ -	\$ -		
Capital	\$ -						
Total	\$ -	\$ 43,000	\$ -	\$ -	\$ -		
<b>Total Estimated Project Cost:</b>							<b>\$ 43,000</b>

#### Evaluation Questions

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

- Describe what is being requested?  
Spend Authority of \$43,000 for Grant award from ITD for Traffic Enforcement of overtime wages of \$35,000 and travel/training expense of \$8,000. This grant has a 25% match from the City equal to \$10,760. The match will be comprised of benefit costs (based on OT wages); mileage dedicated to traffic enforcements; and Officers' hours/wages city pays during Drug Recognition Expert (DRE) training.
- Why was this budget request not submitted during the current fiscal year budget cycle?  
The grant was awarded to the City on Oct 12, 2021, retroactive to Oct 1, 2021. Awarded after the FY21 budget cycle was completed/approved.
- What is the explanation for not submitting this budget request during the next fiscal year budget cycle?  
Grant award dates are for Oct 1, 2021 thru Sep 30, 2022; cannot wait until the next budget cycle without losing the grant funding
- 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 the Office of Highway Safety through ITD. Revenue neutral budget request.
- 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.
- 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.
- Does this Amendment include any needed Equipment or Software that will utilize the City's network? (Yes or No)
- Is the amendment going to result in the disposal of an asset? (Yes or No)
- Any additional comments?

**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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**IDAHO TRANSPORTATION DEPARTMENT**  
P.O. Box 7129 • Boise, ID 83707-1129  
(208) 334-8000 • [itd.idaho.gov](http://itd.idaho.gov)

August 30, 2021

Tracy Basterrechea  
Meridian Police Department  
1401 E Watertower St  
Meridian, ID 83642

**RE: OHS Highway Safety Grant FFY 2022**

Dear Ms. Basterrechea,

In February 2021 the Office of Highway Safety (OHS) received your grant application for a Federal Fiscal Year (FFY) 2022 highway safety grant. The application has been reviewed and was recommended for approval by the Idaho Traffic Safety Commission (ITSC). The grant was included in the Highway Safety Plan and approved by the Idaho Transportation Board July 2021.

This agreement is funded under the NHTSA (National Highway Traffic Safety Administration) Federal grant program. Funding of this agreement is dependent upon the availability of federal funds as appropriated and obligated by the US Department of Transportation for FFY 2022.

The Federal Fiscal Year 2022 (FFY22) is October 1, 2021 through September 30, 2022. You will receive a formal grant agreement and upon signature of the agreement and associated documents, you will receive a notice to proceed at which time funds from the awarded grant may be expended.

The Office of Highway Safety appreciates your request and all that the Meridian Police Department does to keep Idaho's roads safe.

Sincerely,

Denise Dinnauer  
Grants/Contracts Officer

Cc: Brandon Frasier

**Program Name: Meridian Police Department-Enforcement**

**State Program: SPT2202**

**Funding: \$43,000**

**Match: \$10,750**

**CFDA (Catalog Federal Domestic Assistance): 20.600**

**FAIN (Federal Award Identification Number): TBD**