

City of Meridian FY2021 Budget Amendment Form



Personnel Costs

Full Time Equivalent (FTE): _____

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1520	41200	0	Wages	
01	1520	41206	0	PT/Seasonal Wages	
01	1520	41210	0	Overtime	
01	1520	41304	0	Uniform Allowance	
01	1520	42021	0	FICA	\$ -
01	1520	42022	0	PERSI	\$ -
01	1520	42023	0	Worker's Comp	\$ -
01	1520	42025	0	Employee Insurance	\$ -
Total Personnel Costs					\$ -

Please only complete the fields highlighted in Orange.

Amendment Details

Title: Legal Services Increase

Department Name: Legal

Presenting Department Name: Legal

Department #: 1520

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	1520	55106	0	Legal Services	\$ 50,000		\$ 50,000
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
01	1520		0				\$ -
Total Operating Expenditures					\$ 50,000	\$ -	\$ 50,000

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1520		0		
01	1520		0		
01	1520		0		
01	1520		0		
01	1520		0		
01	1520		0		
Total Capital Outlay					\$ -

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1520		0		
01	1520		0		
01	1520		0		
Total Revenue/Donations					\$ -

Acknowledgement

[Signature] 6/7/21

Department Director

[Signature] 6-7-21 BP 6-7-21

Chief Financial Officer

Approved Liz Strader 10:39 6/5/2021

[Signature] 6-7-21

Mayor

Total Amendment Request \$ 50,000

Total Amendment Cost - Lifetime

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Prior Year(s) Funding	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Department Name: <u>Legal</u>	Title: <u>Legal Services Increase</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	\$ 50,000	\$ -	\$ -	\$ -	\$ -		
Capital	\$ -	\$ -	\$ -	\$ -	\$ -		
Total	\$ -	\$ 50,000	\$ -	\$ -	\$ -		
Total Estimated Project Cost: \$ 50,000							

Evaluation Questions

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

1. Describe what is being requested? Increase to Legal Services line item.	
2. Why was this budget request not submitted during the current fiscal year budget cycle? The amount necessary for outside legal servcies increased during the fiscal year.	
3. What is the explanation for not submitting this budget request during the next fiscal year budget cycle? The budget has been fully expended now. We will need these additional funds to cover the overage and any additional needs that may arise in the current fiscal year.	
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	
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?	

Total Amendment Request \$ 50,000

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.