

City of Meridian FY2024 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	\$ 38,300
20	2123	41304	5008	Uniform Allowance	
20	2123	42021	5008	FICA	\$ 2,930
20	2123	42022	5008	PERSI	\$ 4,573
20	2123	42024	5008	Worker's Comp	\$ 1,197
20	2123	42025	5008	Employee Insurance	\$ -
Total Personnel Costs					\$ 47,000

Operating Expenditures

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	One-Time	On-Going	Total
20	2123	57202	5008	Travel Expenses	\$ 5,000		\$ 5,000
20	2123	57200	5008	Class Registration	\$ 3,000		\$ 3,000
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	\$ 55,000
20	2123		5008		
20	2123		5008		
Total Revenue/Donations					\$ 55,000



Please only complete the fields

Amendment Details

Title: **FY2024 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

Acknowledgement

Date

Tony P. Bantener **11/1/23**

Department Director

REVIEWED

By Todd Lavoie at 4:03 pm, Nov 01, 2023

Chief Financial Officer

Approved Liz Strader via email 11.1.23

Council Liaison

[Signature] **11-2-23**

Mayor

Total Amendment Request \$ **(0)**

jfields 11.1.23

City of Meridian FY2024 Budget Amendment Form

Total Amendment Cost - Lifetime

	Prior Year(s) Funding	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Fiscal Year 2028	Title:	Department Name:
Personnel		\$ 47,000	\$ -	\$ -	\$ -	\$ -	FY2024 Traffic Enforcement Grant	Police
Operating		\$ 8,000	\$ -	\$ -	\$ -	\$ -	Instructions for Submitting Budget Amendments: > Department will send Amendment with Directors signature to Finance (Budget Manager) 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 Manager) > Finance (Budget Manager) will send approved copy of Amendment to Department > Department will add copy of Amendment to Council Agenda using Municode Agenda Manager	
Capital		\$ -						
Total	\$ -	\$ 55,000	\$ -	\$ -	\$ -	\$ -		
Total Estimated Project Cost:							\$ 55,000	

Evaluation Questions

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

1. Describe what is being requested?

Spend Authority of \$55,000 for Grant award from ITD for Traffic Enforcement for Overtime of \$47,000 and travel/training of \$8,000. This grant has a 25% match from the City. This match can be 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 FY24 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 FY24 - Oct 1 - Sept 30, 2024 - 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

Grant funding from Office of Highway Safety through ITD.

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)

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 \$ (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

October 9, 2023

Tara Smith, Sgt
Meridian Police Department
1401 E Watertower St
Meridian, ID 83642

RE: FORMAL AUTHORIZATION TO PROCEED

Dear Sgt Smith,

Enclosed is the final copy of the Meridian Police Department's Traffic Enforcement Section 402, Catalog Federal Domestic Assistance (CFDA) 20.600, Traffic Safety Grant Number SPT2406, signed and approved by the Highway Safety Manager. Please consider this your formal authorization to proceed with all grant activities effective **October 9, 2023.**

You are authorized reimbursement with Federal funds up to the dollar amount of \$55,000 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, 2023. Submit your final report by October 15, 2024.

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

Sincerely,

Josephine Middleton
Highway Safety Manager

Cc:

Tracy Basterrechea
Brandon Frasier
Randy Goodspeed
Amie Rose
Jenny Field
