

City of Meridian FY2024 Budget Amendment Form

Personnel Costs

Full Time Equivalent (FTE):

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	2110	41200	0	Wages	
01	2110	41206	0	PT/Seasonal Wages	
01	2110	41210	0	Overtime	
01	2110	41304	0	Uniform Allowance	
01	2110	42021	0	FICA	\$ -
01	2110	42022	0	PERSI	\$ -
01	2110	42024	0	Worker's Comp	\$ -
01	2110	42025	0	Employee Insurance	\$ -
Total Personnel Costs					\$ -



Please only complete the fields highlighted in Orange.

Amendment Details

Title: **Vehicle**

Department Name: Police

Presenting Department Name: Captain Stokes

Department #: 2110

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	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
01	2110		0				\$ -
Total Operating Expenditures					\$ -	\$ -	\$ -

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	2110	94100	0	Replacement Vehicle	\$ 37,000
01	2110		0		
01	2110		0		
01	2110		0		
01	2110		0		
01	2110		0		
Total Capital Outlay					\$ 37,000

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	2110		0		
01	2110		0		
01	2110		0		
Total Revenue/Donations					\$ -

Acknowledgement

Date

Todd Lavoie 2/22/24

Department Director

REVIEWED

By Todd Lavoie at 2:48 pm, Feb 22, 2024

Chief Financial Officer

Approved Luke Cavener via email 2.23.24

Council Liaison

[Signature]

2-23-24

Mayor

Total Amendment Request \$ 37,000

jfields 2.22.24

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Total Amendment Cost - Lifetime

	Prior Year(s) Funding	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Fiscal Year 2028	Department Name: <u>Police</u>
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -	Title: <u>Vehicle</u>
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	Instructions for Submitting Budget Amendments:
Capital		\$ 37,000					> Department will send Amendment with Directors signature to Finance (Budget Manager) for review
Total	\$ -	\$ 37,000	\$ -	\$ -	\$ -	\$ -	> Finance will send Amendment to Council Liaison for signature
Total Estimated Project Cost: \$ 37,000							> 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

Evaluation Questions

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

1. Describe what is being requested?

Replace Captain Colaianne Admin Police vehicle. One time cost. The vehicle purchased will be used 1-3yrs old. No specialized equipment is needed.

On February 5th Captain Colaianne was on duty in his city vehicle when he was broad-sided by a large truck on Pine totalling his vehicle. The driver of the other vehicle was at fault. This is an unforeseen event that could not have been forecasted inside of the current budget thus the request for a one-time cost budget amendment to replace Captain Colaianne's vehicle.

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

On February 5th Captain Colaianne was on duty in his city vehicle when he was broad-sided by a large truck on Pine totalling his vehicle. The driver of the other vehicle was at fault. This is an unforeseen event that could not have been forecasted inside of the current budget thus the request for a one-time cost budget amendment to replace Captain Colaianne's vehicle.

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?

N/A

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)

Yes

9. Any additional comments?

Bill Nary can explain how the insurance process works between ICRMP, the city and the driver of the other vehicle insurance company to recover some of these costs which will go back to the general fund.

Total Amendment Request \$ 37,000

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.