

City of Meridian FY2024 Budget Amendment Form

Personnel Costs

Full Time Equivalent (FTE):

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
60	3490	41200	10461	Wages	
60	3490	41206	10461	PT/Seasonal Wages	
60	3490	41210	10461	Overtime	
60	3490	41304	10461	Uniform Allowance	
60	3490	42021	10461	FICA	\$ -
60	3490	42022	10461	PERSI	\$ -
60	3490	42024	10461	Worker's Comp	\$ -
60	3490	42025	10461	Employee Insurance	\$ -
Total Personnel Costs					\$ -

Operating Expenditures

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	One-Time	On-Going	Total
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
60	3490		10461				\$ -
Total Operating Expenditures					\$ -	\$ -	\$ -

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
60	3490	96129	10461	Well 29	\$ 250,000
60	3490		10461		
60	3490		10461		
60	3490		10461		
60	3490		10461		
60	3490		10461		
Total Capital Outlay					\$ 250,000

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
60	3490		10461		
60	3490		10461		
60	3490		10461		
Total Revenue/Donations					\$ -



Please only complete the fields highlighted in Orange.

Amendment Details

Title: **Well 29 Pump Upgrade**
 Department Name: **Public Works**
 Presenting Department Name: **Public Works**
 Department #: **3490**
 Primary Funding Source: **60**
 CIP#:
 Project #: **10461**

Is this for an Emergency? ☐ Yes ☒ No
 New Level of Service? ☐ Yes ☒ No

Clerks Office Stamp

Date of Council Approval

Acknowledgement

Date

[Signature] 12/19/23
 Department Director

REVIEWED
 By Todd Lavoie at 4:13 pm, Dec 19, 2023

Chief Financial Officer

Approved Joe Borton via email 12.20.23

Council Liaison
[Signature]
 Mayor 12-20-23

Total Amendment Request \$ **250,000**

jfields 12.19.23

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	Department Name: <u>Public Works</u>
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -	Title: <u>Well 29 Pump Upgrade</u>
Operating		\$ -	\$ -	\$ -	\$ -	\$ -	Instructions for Submitting Budget Amendments:
Capital		\$ 250,000					> Department will send Amendment with Directors signature to Finance (Budget Manager) for review
Total	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	> Finance will send Amendment to Council Liaison for signature
Total Estimated Project Cost: \$ 250,000							> 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?

Advancement of the Well 29 Pump Upgrade project (currently scheduled in FY 2026) to FY 2024 so Public Works can complete the upgrade as soon as practical to meet the demand for water in pressure zone 1.

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

Well 34 (proposed for supplying water to pressure zone 1) was approved during the FY24 budget process. There are significant delays to the Well 34 project pushing completion out to FY26. Current high water demands in pressure zone 1 caused Engineering to seek an alternative water source. With some upgrades, Well 29 can provide the additional water required.

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

Due to a wait time of several months to receive the needed equipment for the project, it was determined to procure the funding now so that the equipment will be received in time to complete the project by fall / winter of CY2024 (FY25).

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.

Enterprise 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. Focus areas of Responsible Growth and Public Health and Safety.

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.

Yes. Procurement for contracts.

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 \$ 250,000

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.

TO: Mayor Robert E. Simison
Members of the City Council

FROM: Kyle Radek
Assistant City Engineer

DATE: 11/7/2023

**SUBJECT: BUDGET AMENDMENT IN THE AMOUNT OF \$250,000 FOR WELL 29
PUMP UPGRADE**

REQUESTED COUNCIL DATE: TBD

I. RECOMMENDED ACTION

A. Move to:

1. Approve the Well 29 Pump Upgrade Budget Amendment for \$250,000.
 2. Authorize the Mayor to sign the amendment
-

II. DEPARTMENT CONTACT PERSONS

Kyle Radek – Assistant City Engineer	208-489-0343
Warren Stewart, City Engineer	208-489-0350
Laurelei McVey, Director of Public Works	208-489-0365

III. DESCRIPTION

A. Background

Well 29 was completed in 2018 and is the first well to supply pressure zone 1. The well was fitted with a relatively small pump to serve the newly created pressure zone in northwest Meridian. The pump was planned for upgrade in coordination with the development of the second supply well for pressure zone 1 (Well 34) and the water demand growth of that zone.

B. Reason for Amendment

Well 34 and its associated pumping facility was planned for completion and service to pressure zone 1 in FY 24. The test well phase of the project is behind schedule and delaying the project. Supply capacity from the new well will not be available until at least 2026. However, demand in pressure zone 1 has continued to grow. We desire to advance the Well 29 Pump Upgrade project (currently scheduled in FY 2026) to FY 2024 so we can complete the upgrade as soon as practical to meet demand in pressure zone 1. Currently, high demands in pressure zone 1 are being met by moving water from pressure zone 2, which is inefficient and puts additional stress on zone 2 supply wells.

IV. **IMPACT**

A. Strategic Impact:

This request aligns with the strategic focus areas of Responsible Growth and Public Health and Safety.

C. Fiscal Impact:

Project Costs:

Fiscal Year 2024		
Well 29	60-3490-96129	\$250,000
	Total Cost	\$250,000

V. **ALTERNATIVES**

Public Works could proceed with the Well 29 Pump Upgrade as scheduled in the Comprehensive Financial Plan. On this schedule, additional capacity to meet demand in pressure zone 1 would not be available until at least 2026, but may be as late as 2027.

VI. **TIME CONSTRAINTS**

Funding in winter of 2023 / 2024 will allow Public Works to design the project and procure equipment for installation in fall / winter of 2024.

Approved for Council Agenda: 