

City of Meridian FY2024 Budget Amendment Form



Personnel Costs

Full Time Equivalent (FTE): _____ -

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1840	41200	11404	Wages	
01	1840	41206	11404	PT/Seasonal Wages	
01	1840	41210	11404	Overtime	
01	1840	41304	11404	Uniform Allowance	
01	1840	42021	11404	FICA	\$ -
01	1840	42022	11404	PERSI	\$ -
01	1840	42024	11404	Worker's Comp	\$ -
01	1840	42025	11404	Employee Insurance	\$ -
Total Personnel Costs					\$ -

Please only complete the fields highlighted in Orange.

Amendment Details

Title: **Hunter Lat. Relocation - NE 3rd, Broadway to Idaho**

Department Name: **Other Government**

Presenting Department Name: **Other Government**

Department #: **1840**

Primary Funding Source: **1**

CIP#: _____

Project #: **11404**

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	1840	80150	11404	Development Expense	\$ 800,970		\$ 800,970
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
01	1840		11404				\$ -
Total Operating Expenditures					\$ 800,970	\$ -	\$ 800,970

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1840		11404		
01	1840		11404		
01	1840		11404		
01	1840		11404		
01	1840		11404		
01	1840		11404		
Total Capital Outlay					\$ -

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1840		11404		
01	1840		11404		
01	1840		11404		
Total Revenue/Donations					\$ -

Acknowledgement _____ **Date** _____

L. Muly _____ **11/8/2023**

Department Director

REVIEWED
By Todd Lavale at 3:30 pm, Nov 08, 2023

Chief Financial Officer

jfields 11.8.23

Robert Simison _____ **11/9/23**

Council Liaison

Approved Robert Simison via email 11.9.23

Mayor

Total Amendment Request \$ 800,970

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	
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -	Department Name: <u>Other Government</u> Title: <u>Hunter Lat. Relocation - NE 3rd, Broadway to Idaho</u> 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
Operating		\$ 800,970	\$ -	\$ -	\$ -	\$ -	
Capital	\$ -	\$ -					
Total	\$ -	\$ 800,970	\$ -	\$ -	\$ -	\$ -	
Total Estimated Project Cost: \$ 800,970							

Evaluation Questions

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

1. Describe what is being requested?	This will replace the no cost budget amendment that was approved on 8/22/2023. Meridian Caddis, LLC did not move forward with the Funding Agreement. The City needs to reimburse them for the architectural and civil engineering drawings per the amended Memorandum of Agreement. The City would like to move ahead with this project. We will be paying for the construction and the design engineer's services during construction.	
2. Why was this budget request not submitted during the current fiscal year budget cycle?	The original plan was to have the developer (Meridian Caddis), who was going to construct the redevelopment project, do the work and pay for the relocation of the lateral. However, the City will now perform the role of managing the project, and paying the contractor directly.	
3. What is the explanation for not submitting this budget request during the next fiscal year budget cycle?	This project is ready to be constructed this winter. Waiting for the normal budget cycle would not provide the upgrades in a timely manner and would incur the additional time and expense to re-bid the project. We recieved one favorable bid for this project and risk losing it if we wait.	
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.	This project will be funded entirely from the 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?	This aligns with the City's strategic plan to facilitate redevelopment of the downtown area.	
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. Public Works will manage the project. MDC will be responsible for the maintenance of the relocated portion of the Hunter Lateral. The City will take over those responsibilities once the Urban Renewal District sunsets. A City department will need to handle this in the future.	
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 \$ 800,970

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.



Mayor Robert E. Simison

City Council Members:

Joe Borton
Liz Strader
Brad Hoagun

John Overton
Jessica Perreault
Luke Cavener

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

FROM: Jared Hale
Engineering Project Manager

DATE: 11/7/2023

SUBJECT: BUDGET AMENDMENT IN THE AMOUNT OF \$800,970 FOR THE HUNTER RELOCATION PROJECT

REQUESTED COUNCIL DATE: 11/14/2023

I. RECOMMENDED ACTION

A. Move to:

1. Approve the Hunter Lateral Relocation Budget Amendment for \$800,970.
2. Authorize the Mayor to sign the amendment

II. DEPARTMENT CONTACT PERSONS

Jared Hale, Engineering Project Manager	208-489-0370
Clint Dolsby – Assistant City Engineer	208-489-0341
Warren Stewart, City Engineer	208-489-0350
Laurelei McVey, Director of Public Works	208-489-0365

III. DESCRIPTION

A. Background

The Meridian Development Corporation (MDC) in cooperation with the City issued a Request for Proposals (RFP) seeking proposals from interested parties for the redevelopment of the Civic Block property containing parcels owned by MDC and the City. River Caddis Development, LLC submitted a proposal and was

selected by MDC and the City subject to certain contingencies and entered into a Memorandum of Agreement. The City and MDC since amended the agreement to have the City manage construction of the Hunter Lateral Relocation and be reimbursed by the developer.

B. Reason for Amendment

River Caddis Development, LLC has chosen to not move forward with the project. Due to the favorable construction bid and the work eventually needing to be performed in the future, the City and MDC propose to move ahead with the relocation work. This amendment will replace the no-cost budget amendment that was approved on 8/22/2023. Meridian City will be paying for the construction and the design engineer's services during construction and the City will reimburse River Caddis for the architectural and civil engineering drawings per the amended Memorandum of Agreement.

IV. **IMPACT**

A. Strategic Impact:

This aligns with the City’s strategic plan to facilitate redevelopment of the downtown area by making the Civic Block more attractive to redevelop.

C. Fiscal Impact:

Project Costs:

Fiscal Year 2024		
River Caddis Reimbursement		\$92,016.97
Construction Contract		\$617,502.99
Services During Construction		\$14,000
Historic Street Lights Reinstallation		\$13,000
Contingency		\$64,450.04
	Total Project Cost	\$800,970

V. **ALTERNATIVES**

MDC and the City could reject the current bid and issue another Request for Proposals to a new round of applicants. If this course is taken the project could potentially cost more and some sunk costs would be incurred.

VI. **TIME CONSTRAINTS**

Nampa-Meridian Irrigation District only allows construction on their facilities between November and March. Waiting to approve this budget amendment risks missing the construction window. It also risks the City losing a favorable bid for this project.

VII. **LIST OF ATTACHMENTS**

Memorandum of Agreement (MOA) between River Caddis, MDC, and the City
Amendment to the MOA between River Caddis, MDC, and the City
Hunter Lateral Relocation Bid Results



11/8/2023

Approved for Council Agenda: _____
