

City of Meridian FY2023 Budget Amendment Form

Personnel Costs

Full Time Equivalent (FTE):

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1840	41200	0	Wages	
01	1840	41206	0	PT/Seasonal Wages	
01	1840	41210	0	Overtime	
01	1840	41304	0	Uniform Allowance	
01	1840	42021	0	FICA	\$ -
01	1840	42022	0	PERSI	\$ -
01	1840	42023	0	Worker's Comp	\$ -
01	1840	42025	0	Employee Insurance	\$ -
Total Personnel Costs					\$ -

Operating Expenditures

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	One-Time	On-Going	Total
01	1840	53805	0	Recycling Fund Contributions	\$ 9,400		\$ 9,400
01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
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01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
01	1840		0				\$ -
Total Operating Expenditures					\$ 9,400	\$ -	\$ 9,400

Capital Outlay

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1840		0		
01	1840		0		
01	1840		0		
01	1840		0		
01	1840		0		
01	1840		0		
Total Capital Outlay					\$ -

Revenue/Donations

Fund#	Dept.#	G/L#	Proj.#	G/L# Description	Total
01	1840	34425	0	Recycled Revenue	\$ 9,400
01	1840		0		
01	1840		0		
Total Revenue/Donations					\$ 9,400



Please only complete the fields
highlighted in Orange.

Amendment Details

Title: **SWAC Community Recycling Projects**
 Department Name: **Other Government**
 Presenting Department Name: **Public Works**
 Department #: **1840**
 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

Acknowledgement

Date

[Signature] 2/21/23
 Department Director

REVIEWED
 By Todd Lavoie at 10:43 am, Feb 23, 2023

Chief Financial Officer

Approved Brad Hoaglund 3:21 2/24/2023

Council Liaison

Mayor

2-24-23

Total Amendment Request \$ 9,400.00 -

BP 2/22/23

Total Amendment Cost - Lifetime

City of Meridian FY2023 Budget Amendment Form

	Prior Year(s) Funding	Fiscal Year 2023	Fiscal Year 2024	Fiscal Year 2025	Fiscal Year 2026	Fiscal Year 2027	Department Name: <u>Other Government</u> SWAC Community Recycling Projects
Personnel		\$ -	\$ -	\$ -	\$ -	\$ -	Title: <u>SWAC Community Recycling Projects</u> 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)
Operating		\$ 9,400	\$ -	\$ -	\$ -	\$ -	
Capital		\$ -					
Total	\$ -	\$ 9,400	\$ -	\$ -	\$ -	\$ -	
Total Estimated Project Cost: \$ 9,400							

Evaluation Questions

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

1. Describe what is being requested?

Spending authority of Community Recycling Funds is being requested to continue the squishy water bottle program in FY23 and to pay the City's portion of increased glass hauling costs for the remainder of FY23. The squishy water bottle project has been successful and SWAC is asking to continue the funding through FY23. Council has already approved the support of the glass recycling program (container rental and glass processing) but due to increases in fuel and labor, the City has been asked to also pay a portion of the hauling costs of the glass to the recycling facility. SWAC believes that the community benefits from this service and asks Council to also support the partial funding of the glass hauling costs using the community recycling fund.

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

During the FY23 budget development process, SWAC had not yet decided to continue the squishy water bottle program. Also - the increased cost for the glass recycling service was not known until just recently.

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

Additional costs are needed to continue the program through the end of FY23.

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.

Community Recycling Fund this request will use existing General Fund balance dollars available. Will not need to generate additional revenues outside of existing revenue sources

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 \$ 9,400.00 -

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 Simison
Members of the City Council

FROM: Laurelei McVey, PW Director
Steve Cory, Chair of the Solid Waste Advisory Commission

DATE: February 17, 2023

**SUBJECT: NET ZERO BUDGET AMENDMENT TO FURTHER FUND THE
SQUISHY WATER BOTTLE RECYCLE SERVICE AND GLASS
RECYCLING HAULING SERVICE IN FY23.**

REQUESTED COUNCIL DATE: 3/7/2023

I. RECOMMENDED ACTION

A. Move to:

1. Approve a Budget Amendment to authorize spending from the Community Recycled Fund account.
2. Authorize the Mayor to sign the amendment.

II. DEPARTMENT CONTACT PERSONS

Sayard Schultz, Solid Waste Coordinator	208-489-1255
Peter Hall, Business Programs Manager	208-489-0355
Alexander Freitag, Business Division Manager	208-489-0376
Laurelei McVey, Director of Public Works	208-985-1259

III. DESCRIPTION

A. Background/Recommendations

There are two community recycling programs that require further funding to continue through FY23. SWAC recommends utilizing some funding from the Community Recycling Fund (CRF) to accomplish this.

The first program is the squishy water bottle recycling project that aims to test the viability of water bottle recycling in Meridian. Council approved funding for this project from the CRF in both FY21 and FY22. This recycling project has been successful and SWAC is asking to continue the funding through FY23. With continued outreach, squishy water bottle recycling should continue to increase. SWAC would also like to see this offered as a regular service at the Meridian Transfer Station.

The second program is the drop-off glass recycling service at the Meridian Transfer Station. The rental of the roll-off containers and the glass processing is currently being partially funded through the City General Fund. Due to increases in fuel and labor, the City has been asked to also pay a portion of the hauling costs of the glass to the recycling facility. SWAC believes that the community greatly benefits from the glass drop-off recycling service and asks Council to also support the partial funding of the glass hauling costs.

B. Reason for Amendment

Community Recycling Funds are being requested to continue the squishy water bottle program in FY23 and to pay the City's portion of increased glass hauling to the recycling facility for the remainder of FY23.

C. Alternatives

If this funding is not approved, both of these programs will cease for the remainder of FY23. Additionally, by ending the drop off glass program, the curb side subscription service will also need to be terminated. Currently about 190 customers subscribe to this program.

For FY24, Public Works will work to either include continuance of these programs into the general city-wide recycling rates or look to fund these programs with the community recycling fund.

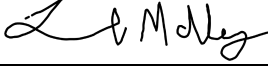
IV. IMPACT

The Community Recycle Fund will cover the full cost of the water bottle recycle service and glass recycle hauling service outlined below.

Item	Amount
Water Bottle Recycle Service	\$1,400.00
Glass Recycling Hauling Service	\$8,000.00
	\$9,400.00
Reimbursement from Community Recycle Fund	(\$9,400.00)
Net Cost to the City	\$0

V. **ATTACHMENTS**

Community Recycle Fund balance sheet

Approved for Council Agenda:  Date 2/17/23

CITY of MERIDIAN
Recycle Revenue
CALENDAR YEAR 2022

DESCRIPTION			Date Received	source of funds	REVENUE
RECYCLE FUND BALANCE AS OF 12/31/2021					65,189.19
2021	December recycle revenue from Republic	chk 7458559	1/24/2022	Hand in Hand we recycle 123121	1,612.88
2022	January recycle revenue from Republic	chk 7461924	2/15/2022	Hand in Hand we recycle 013122	1,306.20
2022	February recycle revenue from Republic	chk 7468342	3/21/2022	Hand in Hand we recycle 022822	1,249.60
2022	March recycle revenue from Republic	chk 20000939	4/21/2022	Hand in Hand we recycle 033122	1,765.83
2022	April recycle revenue from Republic	chk 20004283	5/23/2022	Hand in Hand we recycle 043022	1,452.00
2022	May recycle revenue from Republic	chk 20005954	6/21/2022	Hand in Hand we recycle 05/31/2	1,422.85
2022	June recycle revenue from Republic	chk 20009332	7/18/2022	Hand in Hand we recycle 6/30/22	1,786.95
2022	July recycle revenue from Republic	chk 20012803	8/22/2022	Hand in Hand we recycle 7/31/22	3,210.00
2022	Public Works Week Donation	JE	9/8/2022	Donation of proceeds	761.25
2022	August recycle revenue from Republic	chk 20014018	9/20/2022	Hand in Hand we recycle 8/31/22	2,269.85
2022	September recycle revenue from Republic	chk 20016554	10/18/2022	Hand to Hand September 2022	1,433.95
2022	October recycle revenue from Republic				
2022	November recycle revenue from Republic	chj20021276	12/19/2022	Hand to Hand November 2022	429.75

TOTAL REVENUES	83,890.30
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Expenditures (paid with recycle funds)

YEAR APPROVED	DESCRIPTION	AMOUNT approved by SWAC	Date Expensed	ACTUAL EXPENSE
2022	Soft Plastic Bottle Recycling station @ Republic Services	\$ 2,200.00		-
TOTAL EXPENSES		2,200.00		-

SWAC APPVD CC APPVD

9/22/2021

Public Works Department covered the expense of this project so no funds were utilized