

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Brent Hibbert, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Borough Mayor *CP*

THRU: Brandi Harbaugh, Finance Director *BR*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: February 8, 2021

RE: Budget Revisions – January 2021

Attached is a budget revision listing for January 2021. The attached list contains budget revisions between major expenditure categories (i.e., maintenance & operations and capital outlay). Other minor transfers were processed between object codes within major expenditure categories.

JANUARY 2021**INCREASE****DECREASE****ANCHOR POINT EMERGENCY SERVICES**

Moving funds to cover initial purchase of Crew Force Software.

209-51410-00000-43019 (Software Licensing)		\$4,500.00
209-51410-00000-42120 (Computer Software)	\$4,500.00	

CLERK'S OFFICE - ASSEMBLY

To purchase telephones for Assembly Chambers after CAR10 expired.

100-11110-00000-43215 (Travel Out of State)		\$1,650.00
100-11110-00000-48710 (Minor Office Equipment)	\$1,650.00	

HUMAN RESOURCES - PRINT SHOP

To partially cover the cost of a new hand truck.

100-11233-00000-48710 (Minor Office Equipment)		\$25.00
100-11233-00000-42410 (Small Tools & Equipment)	\$25.00	

KACHEMAK EMERGENCY SERVICES

Transferring funds for Crew Force Software and to cover emergency station repairs.

212-51810-00000-48720 (Minor Office Furniture)		\$5,240.00
212-51810-00000-43011 (Contract Services)	\$3,540.00	
212-51810-00000-43019 (Software Licensing)	\$1,700.00	

OFFICE OF EMERGENCY MANAGEMENT

Moving funds to cover a janitorial services contract, services were previously performed by Borough custodians.

100-11250-00000-40120 (Temporary Wages)		\$2,702.00
100-11250-00000-60000 (Charges (to) from Other Departments)		\$1,498.00
100-11250-00000-43011 (Contract Services)	\$4,200.00	

SELDOVIA RECREATION

To purchase operating supplies and write off petty cash.

227-61210-00000-43960 (Recreational Program Expenses)		\$300.00
227-61210-00000-42210 (Operating supplies)	\$300.00	