

Kenai Peninsula Borough
Finance Department

MEMORANDUM

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

THRU: Charlie Pierce, Borough Mayor *CP*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: March 3, 2022

RE: Budget Revisions – February 2022

Attached is a budget revision listing for February 2022. 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.

FEBRUARY 2022**INCREASE****DECREASE****ASSESSING - ADMINISTRATION**

To replace a workstation and conference table that are breaking down.

100-11510-00000-40110 (Regular Wages)		\$5,000.00
100-11510-00000-48720 (Minor Office Furniture)	\$5,000.00	

CENTRAL EMERGENCY SERVICES

To purchase 7 modems for Lifepak units to interface with iPads.

211-51610-00000-48740 (Minor Machines & Equipment)		\$10,057.95
211-51610-00000-43720 (Equipment Maintenance)	\$10,057.95	

CENTRAL EMERGENCY SERVICES

To purchase 3 pediatric CPR manikins.

211-51610-00000-42263 (Training Supplies)		\$5,320.80
211-51610-00000-48740 (Minor Machines & Equipment)	\$5,320.80	

CENTRAL EMERGENCY SERVICES

To purchase an inflatable fire safety house.

211-51610-00000-42220 (Medical Supplies)		\$4,250.00
211-51610-00000-42263 (Training Supplies)		\$2,277.13
211-51610-00000-48311 (Machinery & Equipment)	\$6,527.13	

FINANCE - FINANCIAL SERVICES

To purchase a laptop for the new Financial Planning Manager.

100-11430-00000-42210 (Operating Supplies)		\$706.00
100-11430-00000-43210 (Transportation & Subsistence)		\$706.00
100-11430-00000-48710 (Minor Office Equipment)	\$1,004.00	
100-11430-00000-42120 (Computer Software)	\$408.00	

KACHEMAK EMERGENCY SERVICES

To restock medical supplies.

212-51810-00000-48750 (Minor Medical Equipment)		\$5,000.00
212-51810-00000-42220 (Medical Supplies)	\$5,000.00	

KACHEMAK EMERGENCY SERVICES

Moving funds from services to supplies. Repairs are continuing to be done in house to save money.

212-51810-00000-43750 (Vehicle Maintenance)		\$3,000.00
212-51810-00000-42360 (Motor Vehicle Repair Supplies)	\$3,000.00	

FEBRUARY 2022 Continued

INCREASE DECREASE

MAINTENANCE DEPARTMENT

Moving funds to cover snow removal costs, due to heavy snow fall and frequent rain this year.

241-41010-00000-40110 (Regular Wages)	\$60,000.00
241-41010-00000-42310 (Repair & Maintenance Supplies)	\$20,000.00
241-41010-00000-48311 (Machinery & Equipment)	\$30,749.00
241-41010-00000-43764 (Snow Removal)	\$110,749.00

MAINTENANCE DEPARTMENT

Moving funds to cover snow removal costs, due to heavy snow fall and frequent rain this year. An appropriation for this amount is being requested. Wages will be replenished once that goes through.

241-41010-00000-40110 (Regular Wages)	\$200,000.00
241-41010-00000-43764 (Snow Removal)	\$200,000.00

OFFICE OF EMERGENCY MANAGEMENT

To cover shipping for the Emnet Satellite Terminal.

100-11250-00000-43011 (Contract Services)	\$1,850.00
100-11250-00000-48120 (Office Machines)	\$1,850.00