

Kenai Peninsula Borough
Finance Department

MEMORANDUM

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

THRU: Peter A. Micciche, Borough Mayor *AM*

THRU: Brandi Harbaugh, Finance Director *BB*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: June 5, 2023

RE: Budget Revisions – May 2023

Attached is a budget revision listing for May 2023. 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.

FINANCE - PROPERTY TAX & CASH MANAGEMENT

To purchase an office calendar.

100-11440-00000-43260 (Training)		\$14.00
100-11440-00000-42210 (Operating Supplies)	\$14.00	

GENERAL FUND NON DEPARTMENTAL - SOLDOTNA PREP SCHOOL

To cover supplies from Maintenance chargebacks.

100-94910-SPREP-43780 (Building & Grounds Maintenance)		\$6,000.00
100-94910-SPREP-42310 (Repair & Maintenance Supplies)	\$6,000.00	

KACHEMAK EMERGENCY SERVICES

Moving funds to cover minor improvement costs.

212-51810-00000-42410 (Small Tools & Minor Equipment)		\$5,600.00
212-51810-00000-48770 (Minor Improvements Other Than Buildings)	\$5,600.00	

KACHEMAK EMERGENCY SERVICES

To purchase flagpoles, money is available due to fewer than expected repairs needed this year.

212-51810-00000-43780 (Building & Grounds Maintenance)		\$5,600.00
212-51810-00000-42410 (Small Tools & Minor Equipment)	\$5,600.00	

LEGAL DEPARTMENT

To purchase software for a Surface Pro to eliminate laptop sharing.

100-11310-00000-43011 (Contract Services)		\$1,036.00
100-11310-00000-42120 (Computer Software)	\$60.00	
100-11310-00000-43019 (Software Licensing)	\$976.00	

MAINTENANCE DEPARTMENT

To cover supplies for the rest of the fiscal year.

241-41010-00000-43764 (Snow Removal)		\$100,000.00
241-41010-00000-42310 (Repair/Maintenance Supplies)	\$100,000.00	

MAINTENANCE DEPARTMENT

To purchase a plow and a Surface Pro.

241-41010-00000-42310 (Repair & Maintenance Supplies)		\$15,000.00
241-41010-00000-48311 (Machinery & Equipment)	\$12,000.00	
241-41010-00000-48710 (Minor Office Equipment)	\$3,000.00	

MAY 2023 CONTINUED**INCREASE DECREASE****MAINTENANCE DEPARTMENT**

To cover end of fiscal year projects and purchases.

241-41010-00000-42310 (Repair & Maintenance Supplies)		\$27,600.00
241-41010-00000-48710 (Minor Office Equipment)	\$6,700.00	
241-41010-00000-48740 (Minor Machines & Equipment)	\$900.00	
241-41010-00000-43780 (Building & Grounds Maintenance)	\$20,000.00	

NIKISKI FIRE SERVICE AREA

To cover chargeback costs.

206-51110-00000-42220 (Medical Supplies)		\$3,000.00
206-51110-00000-43780 (Building & Grounds Maintenance)	\$3,000.00	

PLANNING - GEOGRAPHIC INFO SYSTEMS

To purchase a new desk for the GIS Specialist.

100-11232-00000-43011 (Contract Services)		\$1,000.00
100-11232-00000-48720 (Minor Office Furniture)	\$1,000.00	

PLANNING - GEOGRAPHIC INFO SYSTEMS

To clean up accounts after purchasing software.

100-11232-00000-42120 (Computer Software)		\$8,920.00
100-11232-00000-43019 (Software Licensing)	\$8,920.00	

PLANNING - GEOGRAPHIC INFO SYSTEMS

To purchase a sit to stand desk converter for dual monitors.

100-11232-00000-43011 (Contract Services)		\$600.00
100-11232-00000-48720 (Minor Office Furniture)	\$600.00	

ROAD SERVICE AREA

To purchase cameras needed for the impound yard.

236-33950-ENFOR-43011 (Contract Services)		\$600.00
236-33950-00000-42410 (Small Tools & Minor Equipment)	\$600.00	

ROAD SERVICE AREA

Transferring a wage surplus to cover road maintenance expenses.

236-33950-00000-40110 (Regular Wages)		\$100,000.00
236-33950-00000-43952 (Road Maintenance)	\$100,000.00	

MAY 2023 CONTINUED**INCREASE DECREASE****SELDOVIA RECREATION**

To cover expenses for the rest of the fiscal year.

227-61210-00000-43011 (Contractual Services)		\$2,287.23
227-61210-00000-43610 (Public Utilities)	\$1,500.00	
227-61210-00000-42210 (Operating Supplies)	\$787.23	

SOLID WASTE - ADMINISTRATION

To repair the department's truck.

290-32010-00000-43011 (Contract Services)		\$1,000.00
290-32010-00000-42360 (Motor Vehicle Repair Supplies)	\$1,000.00	

SOLID WASTE - HOMER TRANSFER

To purchase supplies in Homer, the inert waste study project is put on hold.

290-32310-00000-43011 (Contract Services)		\$5,000.00
290-32310-00000-42210 (Operating Supplies)	\$5,000.00	

SOLID WASTE - HOMER TRANSFER

To purchase a printer for the Homer transfer site.

290-32310-00000-43011 (Contract Services)		\$589.80
290-32310-00000-48710 (Minor Office Equipment)	\$589.80	

SOLID WASTE - LANDFILL.

To purchase litter bags for the summer litter crew.

290-32122-00000-48311 (Machinery & Equipment)		\$2,000.00
290-32122-00000-42210 (Operating Supplies)	\$2,000.00	

SOLID WASTE - LANDFILL & MISC LANDFILLS

To purchase heavy duty totes for rural sites.

290-32122-00000-48311 (Machinery & Equipment)		\$10,404.00
290-32570-00000-42410 (Small Tools & Equipment)	\$10,404.00	

SOLID WASTE - SEWARD TRANSFER & MISC LANDFILLS

To purchase and deliver a conex for the Seward transfer site.

290-32150-00000-43780 (Building & Grounds Maintenance)		\$150.00
290-32570-00000-48520 (Storage Equipment)		\$5,700.00
290-32150-00000-48520 (Storage Equipment)	\$5,850.00	

MAY 2023 CONTINUED

INCREASE DECREASE

WESTERN EMERGENCY SERVICES

To purchase parts for an apparatus.

209-51410-00000-43750 (Vehicle Maintenance)		\$4,800.00
209-51410-00000-42360 (Motor Vehicle Repair Supplies)	\$4,800.00	