



KENAI PENINSULA BOROUGH

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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Kelly Cooper, Assembly President
Kenai Peninsula Borough Assembly Members

FROM: Mike Navarre, Mayor *MN*
Brandi Harbaugh, Acting Finance Director *BAL*
Colette Thompson, Borough Attorney *CT*

DATE: May 25, 2017

SUBJECT: Resolution 2017-*039* Transferring \$10,000 from the Mayor's Department to the Legal Department for Outside Counsel to Advise the Board of Adjustment and the Board of Equalization (Mayor)

An appeal of a Planning Commission decision to the Board of Adjustment was recently filed. Because an in-house attorney will represent staff in this appeal, outside counsel is needed to advise the Board. The Legal Department does not have funds available to hire outside counsel for this purpose. Additionally, it appears more funds will be needed to cover fees and costs for outside counsel advising the Board of Equalization. The Mayor's Department has \$10,000 available to transfer to the Legal Department to help cover these costs.

This resolution does not appropriate new funds but transfers funds that were already appropriated in the annual budget from the mayor's office to the legal department.

If any of these funds are not needed for this these purposes they will lapse to the general fund without being spent.

Your approval of this resolution would be appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.:	<u>100.11210.00000.40XXX</u>
Amount:	<u>\$10,000.00</u>
By: <u>PP</u>	Date: <u>5/24/17</u>