

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: January 10, 2022

RE: Budget Revisions – December 2021

Attached is a budget revision listing for December 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.

DECEMBER 2021**INCREASE DECREASE****LEGAL DEPARTMENT**

To purchase office furniture.

100-11310-00000-42210 (Operating Supplies)		\$300.00
100-11310-00000-48710 (Minor Office Equipment)	\$300.00	

MAINTENANCE DEPARTMENT

To cover various expenses including fuel cost increases, repair material purchases, heavy snow year expenses, Nanwalek sewer line and generator emergencies, and other office equip/furniture purchases.

241-41010-00000-40110 (Regular Wages)		\$442,121.80
241-41010-00000-43220 (Car Allowance)	\$621.80	
241-41010-00000-48311 (Machinery & Equipment)	\$30,000.00	
241-41010-00000-42310 (Repair & Maintenance Supplies)	\$100,000.00	
241-41010-00000-42230 (Fuel, Oils & Lubricants)	\$30,000.00	
241-41010-00000-43764 (Snow Removal)	\$200,000.00	
241-41010-00000-48720 (Minor Office Furniture)	\$1,500.00	
241-41010-00000-48710 (Minor Office Equipment)	\$10,000.00	
241-41010-00000-43780 (Building & Grounds Maintenance)	\$60,000.00	
241-41010-00000-48740 (Minor Machines & Equipment)	\$10,000.00	

OFFICE OF EMERGENCY MANAGEMENT

To replace a failed battery backup switch.

100-11250-00000-42310 (Repair & Maintenance Supplies)		\$901.34
100-11250-00000-48740 (Minor Machines & Equipment)	\$901.34	

PLANNING - GEOGRAPHIC INFO SYSTEM

To purchase a GPS Unit for survey control data collection. Funds are available because the staff was able to implement another program without contracting out assistance.

100-11232-00000-43011 (Contract Services)		\$8,686.00
100-11232-00000-48311 (Machinery & Equipment)	\$8,686.00	

RISK MANAGEMENT

To cover Zoom licenses for staff.

700-11234-00000-42210 (Operating Supplies)		\$571.78
700-11234-00000-43019 (Software Licensing)	\$571.78	

DECEMBER 2021 CONTINUED**INCREASE DECREASE**

SEWARD BEAR CREEK FLOOD SERVICE AREA

To purchase new office lamps, surge protectors, kitchen supplies and a laptop bag.

259-21212-00000-48710 (Minor Office Equipment)		\$291.28
259-21212-00000-42410 (Small Tools & Minor Equipment)	\$291.28	

SEWARD BEAR CREEK FLOOD SERVICE AREA

To cover Zoom licenses for staff.

259-21212-00000-48710 (Minor Office Equipment)		\$519.80
259-21212-00000-43019 (Software Licensing)	\$519.80	

SOLID WASTE - HOMER TRANSFER SITE

To cover personnel costs due to the recent need to staff the transfer site with Borough Employees.

290-32310-00000-43011 (Contract Services)		\$39,000.00
290-32310-00000-40110 (Regular Wages)	\$39,000.00	

SOLID WASTE - LANDFILL

To purchase additional anti-scalent supplies for the leachate evaporator. Funds are available after brush burning bid was lower than expected.

290-32122-00000-43011 (Contract Services)		\$16,000.00
290-32122-00000-42210 (Operating Supplies)	\$16,000.00	