

Kenai Peninsula Borough  
Finance Department

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**MEMORANDUM**

**TO:** Wayne Ogle, 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:** August 13, 2019

**RE:** Budget Revisions – July 2019

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Attached is a budget revision listing for July 2019. 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.

**ASSESSING - ADMINISTRATION**

To cover cost allocation for Borough ice machine replacement.

100-11510-00000-43011 (Contract Services)		\$115.61
100-11510-00000-48740 (Minor Machines/Equipment)	\$115.61	

**ASSESSING - APPRAISAL**

To cover cost allocation for Borough ice machine replacement.

100-11520-00000-43011 (Contract Services)		\$161.85
100-11520-00000-48740 (Minor Machines/Equipment)	\$161.85	

**CENTRAL EMERGENCY SERVICES**

To purchase a medication vault for narcotics storage.

211-51610-00000-42220 (Medical Supplies)		\$1,641.00
211-51610-00000-48750 (Minor Medical Equipment)	\$1,641.00	

**CENTRAL EMERGENCY SERVICES**

To purchase an Adobe software upgrade for the Fire Marshal.

211-51610-00000-43019 (Software Licensing)		\$366.98
211-51610-00000-42120 (Computer Software)	\$366.98	

**CLERKS OFFICE - ADMINISTRATION**

To cover the cost allocation for bulk Borough envelope purchase.

100-11120-00000-42210 (Operating Supplies)		\$17.00
100-11120-00000-43410 (Printing)	\$17.00	

**CLERKS OFFICE - RECORDS MANAGEMENT**

To cover the cost allocation for bulk Borough envelope purchase.

100-11140-00000-42210 (Operating Supplies)		\$7.00
100-11140-00000-43410 (Printing)	\$7.00	

**JULY 2019 CONT.****INCREASE    DECREASE****FINANCE - FINANCIAL SERVICES**

To cover higher than anticipated software maintenance renewal.

100-11430-00000-42210 (Operating Supplies)		\$500.00
100-11430-00000-43019 (Software Licensing)	\$500.00	

**FINANCE - ALL**

To cover cost allocation for Borough ice machine replacement.

100-11410-00000-42210 (Operating Supplies)		\$34.68
100-11410-00000-48740 (Minor Machines/Equipment)	\$34.68	
100-11430-00000-43140 (Postage/Freight)		\$92.49
100-11430-00000-48740 (Minor Machines/Equipment)	\$92.49	
100-11440-00000-48710 (Minor Office Equipment)		\$30.93
100-11440-00000-48720 (Minor Office Furniture)		\$50.00
100-11440-00000-48740 (Minor Machines/Equipment)	\$80.93	
100-11441-00000-43140 (Postage/Freight)		\$46.24
100-11441-00000-48740 (Minor Machines/Equipment)	\$46.24	

**HUMAN RESOURCES**

To cover the cost allocation for bulk Borough envelope purchase.

100-11230-00000-42210 (Operating Supplies)		\$34.45
100-11230-00000-43410 (Printing)	\$34.45	

**KACHEMAK EMERGENCY SERVICES**

To purchase new Zoll Defibrillators, costs increased from last year.

212-51810-00000-42220 (Medical Supplies)		\$2,375.71
212-51810-00000-48515 (Medical Equipment)	\$2,375.71	

**LEGAL DEPARTMENT**

To cover cost allocation for Borough ice machine replacement.

100-11310-00000-42210 (Operating Supplies)		\$60.00
100-11310-00000-48740 (Minor Machines/Equipment)	\$60.00	