

Kenai Peninsula Borough  
Legal Department

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**MEMORANDUM**

**TO:** Wayne Ogle, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*

**FROM:** Colette Thompson, Borough Attorney *CT*  
Brandi Harbaugh, Director of Finance *BH*

**DATE:** December 21, 2018

**RE:** Resolution 2019-004, Authorizing the Transfer of Funds within the Legal Department to Cover Anticipated Additional Costs Associated with Appeals from Planning Commission Decisions and Collection Case Litigation Costs (Mayor)

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During this fiscal year the borough has seen a larger number of appeals of planning commission decisions to the hearing officer than were anticipated when the budget was submitted. Due to this increase in appeals, additional funds are needed to cover associated hearing officer costs and fees. We anticipate that \$20,000 will be needed to pay those additional costs and fees this fiscal year.

Additionally, approximately \$6,325 in funds are needed to cover litigation costs associated mostly with collection cases. This increase is a result of a larger number of collection cases than usual, higher costs of writs for permanent fund dividend attachments and a greater number of successful bank sweeps for collecting unpaid taxes which increases the associated costs.

This resolution would transfer unencumbered funds within the legal department's budget as allowed in KPB 5.04.100(a).

Your support of this resolution would be appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No. <u>100.11310.18CCO.43011</u> - Amt:	<u>\$ 20,000.00</u>
Acct. No. <u>100.11310.17RCA.43011</u> - Amt:	<u>\$ 6,325.00</u>
By: <u><i>BH</i></u>	Date: <u>12/21/18</u>