

Kenai Peninsula Borough
Finance Department

MEMORANDUM

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

THRU: Charlie Pierce, Borough Mayor *ch*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: June 3, 2022

RE: Budget Revisions – May 2022

Attached is a budget revision listing for May 2022. 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.

MAY 2022**INCREASE DECREASE****CLERK'S OFFICE - ASSEMBLY**

To purchase three iPads for incoming Assembly Members.

| | | |
|---|----------|----------|
| 100-11110-00000-42410 (Small Tools & Minor Equipment) | | \$800.00 |
| 100-11110-00000-48710 (Minor Office Equipment) | \$800.00 | |

FINANCE - PROPERTY TAX & CASH MANAGEMENT

To cover a price increase for Adobe Pro since last quoted.

| | | |
|---|---------|---------|
| 100-11440-00000-40110 (Regular Wages) | | \$81.57 |
| 100-11440-00000-42120 (Computer Software) | \$81.57 | |

FINANCE - PROPERTY TAX & CASH MANAGEMENT

To purchase a laptop to allow for remote work if needed.

| | | |
|--|------------|------------|
| 100-11440-00000-40110 (Regular Wages) | | \$1,413.93 |
| 100-11440-00000-42120 (Computer Software) | \$408.93 | |
| 100-11440-00000-48710 (Minor Office Equipment) | \$1,005.00 | |

HUMAN RESOURCES - ADMINISTRATION

To purchase Adobe, Microsoft and CrowdStrike for the new office computer.

| | | |
|--|------------|------------|
| 100-11230-00000-48110 (Office Furniture) | | \$1,630.00 |
| 100-11230-00000-43019 (Software Licensing) | \$1,130.00 | |
| 100-11230-00000-42120 (Computer Software) | \$500.00 | |

KACHEMAK EMERGENCY SERVICES

To cover fuel costs.

| | | |
|---|------------|------------|
| 212-51810-00000-43750 (Vehicle Maintenance) | | \$3,500.00 |
| 212-51810-00000-42230 (Fuel, Oils & Lubricants) | \$3,500.00 | |

LEGAL DEPARTMENT

To purchase a new office chair.

| | | |
|--|----------|----------|
| 100-11310-00000-43210 (Transportation & Subsistence) | | \$415.00 |
| 100-11310-00000-48720 (Minor Office Equipment) | \$415.00 | |

MAINTENANCE DEPARTMENT

To replace an unrepairable failed compressor.

| | | |
|---|------------|------------|
| 241-41010-00000-43764 (Snow Removal) | | \$7,000.00 |
| 241-41010-00000-48311 (Machinery & Equipment) | \$7,000.00 | |

MAY 2022 CONTINUED**INCREASE DECREASE****NIKISKI FIRE SERVICE AREA**

To cover third quarter maintenance charge back costs.

| | | |
|--|-------------|-------------|
| 206-51110-00000-42250 (Uniforms) | | \$11,000.00 |
| 206-51110-00000-43780 (Building & Grounds Maintenance) | \$11,000.00 | |

PLANNING - LAND MANAGEMENT

To initiate various projects including land sale preparation, Cooper Landing drainage/sloping repairs, and material site management.

| | | |
|---|-------------|-------------|
| 250-21210-00000-40110 (Regular Wages) | | \$45,000.00 |
| 250-21210-00000-43011 (Contract Services) | \$45,000.00 | |

SELDOVIA RECREATION

To purchase sports equipment and recreational program supplies.

| | | |
|---|------------|------------|
| 227-61210-00000-43011 (Contract Services) | | \$5,220.00 |
| 227-61210-00000-48755 (Minor Recreational Equipment) | \$3,720.00 | |
| 227-61210-00000-42960 (Recreational Program Supplies) | \$1,500.00 | |

SOLID WASTE - HOMER TRANSFER

To purchase a water storage tank for fire suppression required by Forestry in order to do onsite brush burning.

| | | |
|--|----------|----------|
| 290-32310-00000-43011 (Contract Services) | | \$980.69 |
| 290-32310-00000-48740 (Minor Machines & Equipment) | \$980.69 | |

SOLID WASTE - HOMER TRANSFER

To purchase reinforced tarps to use as a cover for Homer C/D cell.

| | | |
|---|-------------|-------------|
| 290-32310-00000-43011 (Contract Services) | | \$11,600.00 |
| 290-32310-00000-48311 (Machinery & Equipment) | \$11,600.00 | |

SOLID WASTE - HOMER TRANSFER

To purchase cover materials for the C/D cell operations, and to replace piping in the vault and wastewater holding tank.

| | | |
|---|-------------|-------------|
| 290-32310-00000-43011 (Contract Services) | | \$28,500.00 |
| 290-32310-00000-43780 (Buildings & Grounds Maintenance) | \$14,500.00 | |
| 290-32310-00000-42210 (Operating Supplies) | \$14,000.00 | |