

Kenai Peninsula Borough

Finance Department

MEMORANDUM

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

THRU: Peter A. Micciche, Borough Mayor *PM*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: May 14, 2024

RE: Budget Revisions – April 2024

Attached is a budget revision listing for April 2024. 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.

CLERK'S OFFICE - ADMINISTRATION

To cover supply purchases for the rest of the fiscal year.

100-11120-00000-43220 (Car Allowance)		\$500.00
100-11120-00000-42210 (Operating Supplies)	\$500.00	

CLERK'S OFFICE - ELECTIONS

Moving funds to the correct account to cover budgeted for freight charges for election equipment.

100-11130-00000-43140 (Postage & Freight)		\$200.00
100-11130-00000-42410 (Small Tools & Minor Equipment)	\$200.00	

CLERK'S OFFICE - RECORDS MANAGEMENT

To replace scanner parts.

100-11140-00000-43011 (Contract Services)		\$350.00
100-11140-00000-42310 (Repair & Maintenance Supplies)	\$350.00	

FINANCE - SALES TAX

To purchase envelopes for the rest of the fiscal year.

100-11441-00000-48120 (Office Machines)		\$3,005.52
100-11441-00000-43410 (Printing)	\$3,005.52	

LEGAL DEPARTMENT

To cover increases in various dues and subscriptions.

100-11310-00000-40120 (Temporary Wages)		\$250.00
100-11310-00000-43920 (Dues & Subscriptions)	\$250.00	

MAYOR'S OFFICE

To purchase a Zoom license.

100-11210-00000-40110 (Regular Wages)		\$200.00
100-11210-00000-43026 (Software Licensing)	\$200.00	

PLANNING - RIVER CENTER

To cover the final bill for alarm system upgrades, which came in higher than quoted.

100-21135-00000-43140 (Postage & Freight)		\$600.00
100-21135-00000-48740 (Minor Machines & Equipment)	\$600.00	

APRIL 2024 CONTINUED**INCREASE DECREASE****ROAD SERVICE AREA**

To cover vehicle repair costs.

236-33950-00000-43952 (Road Maintenance)		\$1,500.00
236-33950-00000-42360 (Motor Vehicle Repair Supplies)	\$1,500.00	

SELDOVIA RECREATION

To cover expenses from the Maintenance department in performing boiler repairs and roof inspections.

227-61210-00000-43960 (Recreational Program Expenses)		\$1,600.00
227-61210-00000-42310 (Repair & Maintenance Supplies)	\$1,600.00	

SELDOVIA RECREATION

To purchase supplies for the ceramic studio.

227-61210-00000-48720 (Minor Office Furniture)		\$352.26
227-61210-00000-42960 (Recreational Program Supplies)	\$352.26	

SOLID WASTE - LANDFILL

To cover expenses for heavy equipment repairs.

290-32122-00000-42230 (Fuel, Oils & Lubricants)		\$5,000.00
290-32122-00000-43750 (Vehicle Maintenance)	\$5,000.00	

SOLID WASTE - LANDFILL

To cover expenses to haul leachate from the landfill to the City of Kenai.

290-32122-00000-48311 (Machinery & Equipment)		\$69,000.00
290-32122-00000-43011 (Contract Services)	\$69,000.00	